

## Covid-19 Information & Guidance

### **3/23 CEO Update**

There are no Arc staff or persons supported who have tested positive for The COVID 19 virus. We are working with DDA to provide and receive the most current information available and we will continue to keep you informed as we get information. Information is also available on the front page (relocated) of our website.

### **Administrative Office Closings**

Our first priority is your safety. As of March 24<sup>th</sup> 2020 our Administrative Offices will be closed in Calvert, Charles and St Marys counties. Essential staff will be in periodically to make sure essential business operating tasks are complete. Most staff are working remotely and are available by email or cell phone.

### **Paycheck Pick Up and Interoffice Mail Run Discontinued**

All paychecks will be mailed until further notice. If you typically come into an office to get your check please note this change.

### **THANK YOU!**

A lot has transpired in one week! There are a couple of themes- rapid unplanned change and high adaptability. I watched as our staff came together to consolidate homes with the least amount of disruption possible. We visited some of these homes in the last few days and were happy to see smiling faces in spite of the challenging changes to routine. I credit our DSPs and staff with managing all of this so well!

Some of our residents have gone home to stay with their families and we hope that everyone will try to reach out and keep them updated on how everyone is doing so that they feel less removed from their friends and roommates.

[www.arcsomd.org](http://www.arcsomd.org)

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Please reach out to any director for assistance at any time. And please review the Keeping Healthy Tips and Symptoms Chart from DDA Below.

Thank You Again For All You Do!

Terry

## Symptom Comparison

Symptoms	Cold	Influenza (Flu)	Coronavirus (COVID-19)
Cough	Rare	Often	Often
Fever	Rare	Often	Often
Fatigue	Sometimes	Often	Often
Shortness of Breath	Rare	Rare	Often
Stuffy Nose	Often	Sometimes	Rare
Sneezing	Often	Rare	Rare
Sore Throat	Often	Sometimes	Sometimes
Headache	Rare	Often	Sometimes
Body Aches	Often	Often	Sometimes
Diarrhea/GI	Rare	Sometimes	Sometimes

\*Symptoms may range from mild to severe depending on individual health and/or pre-existing conditions. Consult your physician with questions.

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Separate the quarantined individual by using separate bed and bathrooms, when possible

Call and notify health care professionals before going to appointments to notify them that

the a person with developmental disabilities has or is currently being evaluated for COVID-19

Ask the quarantined person to wear a face mask while they are in the same room as others, or have others wear a face mask while in the same room as the quarantined person

Avoid sharing household items like dishes, glasses, utensils, towels, and bedding

Clean hard surfaces and high touchpoints in the home with a diluted bleach solution or EPA-approved household disinfectant at least once a day

To make a diluted bleach solution add ¼ cup of bleach to 1 gallon of water

Wear disposable gloves while handling soiled laundry or bedding from the quarantined individual.

Wash and dry laundry with the warmest temperature recommended on the item's label.

Limit or restrict visitors who do not need to be in the home

It is important for providers to consider each person's unique needs, disability, behavior, or idiosyncrasy as quarantine requirements may trigger new challenges and behaviors. The provider may need to put in place new behavioral support strategies. The DDA's Director of Clinical Services and other Behavioral Support Staff are available for consultation as needed.

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