

**Coronavirus (COVID-19) Precautions**  
**Buffalo Lake Healthcare Center**

**All Staff,**

April 6, 2020

## ***Educare***

We are extending the deadline for completing the 1st Quarter *Educare* training modules to April 15<sup>th</sup>. We have also added an 18 minute **COVID-19 Precautions** training module. **We are asking that you complete this module by this Thursday.** You will receive an additional one hour on your 4/21/20 paycheck.

## **SICK LEAVE**

You must assume COVID-19 is in our communities. The best protection you can take is to maintain a ***social distance*** when you are out of your home. CDC is also now recommending that everyone wear a mask in public places. You can take your work mask home (*in a brown paper bag*) and reuse it in public.

If you have symptoms (*dry cough, fever, shortness of breath*) call the charge nurse prior to coming to work. You will most likely be directed to go to a clinic and get tested for COVID-19. As an employee of an essential health care service, you meet the criteria that you will get tested.

Of the area clinics, we *currently* know RC Hospital in Olivia has 24/7 testing set up and gets results fairly quickly (*it is best to call ahead 800.916.1836*)

**Be sure to tell your clinic that you work at a care center.**

***If you test positive or are waiting results of a COVID-19 test***, you will be eligible for up to two weeks of paid sick leave (*your PPL hours will not be used for this*). The hours paid will be based on the average hours you work, up to 40 hours per week. This benefit is part of the Federal *Emergency Families First Coronavirus Act (FFCRA)*.

*Hoping you can take time for a walk and enjoy our spring weather*