

ALL STAFF ALERT: We have been notified of a ***presumptive positive*** case of COVID-19 in our building. Because our facility has had no cases of COVID-19 so far, the positive test is presumptive and we are seeking laboratory confirmation. Please know that we are taking all precautions to stop the spread of this virus.

Our priority is to keep everyone safe and healthy. We are working in collaboration with the Minnesota Department of Health to ensure we are taking all appropriate steps at this time.

We understand that this information may make you anxious, scared, or worried. Please know that all of you have done everything you can to keep COVID-19 at bay for as long as possible. We have always stated that “it’s not if, it’s when”. With that mentality the incident command team has developed plans and practices that will help to stop the spread of COVID-19 and will keep staff and residents safe. Going forward all staff and residents will be tested for COVID-19 on October 5th, each staff member will be interviewed to assess exposure, and PPE breeches will be required at the end of every shift.

What you can do: As we respond to this development, we remind everyone of the following:

- ✓ Continue to use the infection control training and practices you already implement each day. We will inform you if any additional measures need to be taken.
- ✓ All staff screening will continue. Please ask about **each symptom separately** and ensure the person you are screening is wearing their eye protection and mask appropriately.
- ✓ Please remember to take care of yourself. Get plenty of rest and reach out to a supervisor, co-worker, friend or family member if you are feeling over whelmed.
- ✓ Our residents/tenants and their families may also be feeling stressed and concerned. We are sharing updates with them as needed, but please use your training to help them in a positive way.
- ✓ Avoid sharing or spreading misinformation or private information protected by HIPAA. Please refer any one with questions to call the facility or look on our website for the most recent updates/changes.
- ✓ If you have questions or concerns, contact your supervisor.
- ✓ Wear your mask and be careful while you are in public. You are not only protecting yourself but your loved ones and those you serve at BLHCC and Westview Estates

Next steps: We will continue to update you on important news, emerging issues, or changes to scheduling or staffing via these text messages.

We appreciate all that you do to ensure a safe, clean environment for all who live and work here. We cannot express our immense gratitude for your tireless dedication to provide quality care and compassionate support to the residents/tenants you serve and your co-workers.

Thank you for your commitment and care during this difficult time.

Sincerely,

Mark Rust and Kendra Hiles

BLHCC and Westview Estates
Staff COVID-19 Update
October 2, 2020