

June 25, 2021

Masking Guidelines:

Non-patient/resident care locations – Corporate, Homecare offices, Finance, SPARK, etc.

- In all buildings where no patient/resident care is provided and where **all** employees are fully vaccinated, masks and social distancing ARE NOT required. If there are employees who are not fully vaccinated within the building then **all** coworkers are required to wear a mask and socially distance unless they are in a private office.
- Meetings of fully vaccinated individuals, where distancing is possible, may be conducted without masks. If unvaccinated individuals are present masks are necessary.
- Employees who are not fully vaccinated must get a PCR test once a month (this includes non-vaccinated employees who work remotely who regularly work in the office a few days/month).
- Leaders/managers within the organization will be responsible for monitoring the masking and social distancing of employees and the completion of testing of unvaccinated employees.
- All visitors to these areas must continue to wear masks.

Patient/resident care locations: Hospital, Life Care, Physician Offices, ASC, Care provided in the Home, Outpatient sites:

- Mask requirements:
 - In buildings where patient/resident care is provided applicable DOH regulations have not changed. All current masking and social distancing requirements remain unchanged from current practices.
 - Employees who are not fully vaccinated must get a PCR test once a month (this includes non-vaccinated employees who work remotely who regularly work in the office a few days/month).
 - An N95 mask and a face shield, if within 6 feet of the patient/resident, is required for anyone providing care for a COVID positive, a suspected, a presumed positive, and/or an exposed with test pending patient/resident (all locations).
 - A surgical/procedural mask is required when providing care for all other patients/residents (all locations).
 - If all are fully vaccinated, employees may dine together without masks or social distancing. If unvaccinated employees are present, everyone should wear masks and socially distance.
 - A new mask will be issued daily or as needed for damage, contamination, etc.

- Employees should remove their N95 or surgical/procedure mask, perform hand hygiene, and put on their community source control (i.e., mask), when leaving the facility at the end of their shift.
- Masks should still be worn by the patient/resident whenever they are outside of their room or when they are in their room/home and a caregiver enters their room.
- Life Care residents, if fully vaccinated, may forego a mask in an activity with other fully vaccinated residents/staff, while engaging with fully vaccinated visitors, or while dining. If vaccination status is unknown, then Life Care employees and residents must apply a mask. If this is not possible due to refusal or inability to tolerate wearing a mask by the patient, resident or family members in the patient's home, employees must wear a surgical mask and a face shield.
- Meetings of fully vaccinated individuals, where distancing is possible, may be conducted without masks. If unvaccinated individuals are present masks are necessary.
- All visitors, contractors, etc. entering the facility must wear a properly fitting cloth mask or surgical/procedural mask regardless of vaccination status.

General Testing Guidelines:

- All employees who are not fully vaccinated need to be PCR tested once a month (unless they are within 90 days of a positive COVID test).
- Fully vaccinated employees do not require COVID testing unless they are symptomatic.
- Unless mandated by PA or NJ DOH or CDC, no testing is required with domestic travel. Adherence with CDC guidelines for testing and/or quarantine with international travel is required.
- Testing is required for new hires – regardless of vaccination status.
- If returning from LOA, testing is required for non-vaccinated employees; no testing is required for asymptomatic vaccinated employees.
- Anyone with symptoms needs to be tested regardless of vaccination status.

Life Care Specific Testing Guidelines:

- Fully vaccinated employees can forego routine testing (e.g. routine testing if county positivity is high).
- Non-vaccinated employees must get a PCR test once a month (this includes non-vaccinated employees who work remotely who regularly

work in the office a few days/month) or at the frequency aligned with the county positivity rate if this is more frequent than monthly.

- Outbreak testing will comply with DOH/CDC requirements.

Exposure to COVID positive person (within 6 feet of a person diagnosed with COVID-19 for a total of 15 minutes or more):

- Fully vaccinated employees do not need to quarantine or be restricted from working if exposed to a COVID positive person.
- Unvaccinated employees need to quarantine or be restricted from working for 14 days if exposed to a COVID positive person.

Screening in Non-patient/resident care locations – Corporate, Homecare offices, Finance, SPARK, etc. Employees will NOT report to work if they fail any of the screening components.

- Employees will be expected to check their temperature before coming to work each shift.
- Employees and visitors will be screened for the following:
 - Do you have fever above 100.0F or feel feverish (chills, body aches)?
 - Do you feel sick?
 - Do you have any COVID-19 or flu-like symptoms?
 - Are you currently experiencing any of the following symptoms?
 - New loss of taste or smell
 - New difficulty breathing
 - New cough
 - Unusual fatigue
 - Vomiting or diarrhea
 - Loss of appetite
 - Cold like symptoms
 - In the last week, have you been in contact with someone who has a new fever, new cough, new shortness of breath, or been newly diagnosed with COVID-19?
 - Have you tested positive for COVID-19 in the past 10 days or are you waiting for the results of a COVID-19 test?
 - Have you been advised to get a COVID-19 test but have not yet obtained one?

Screening in Patient/resident care locations: Hospital, Life Care, Physician Offices, ASC, and all Outpatient sites:

- Screening in these locations will continue to follow the current process.

Monitoring compliance with guidelines:

- It is the employee's own responsibility to comply with these guidelines and supervisor/manager's responsibility to monitor compliance.

Outside Conferences

- There is no restriction on domestic conferences as of 6/21/2021.

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