

Farm of Hope Inc., at Hope Springs Farm

201 Trail Rd, Hershey PA 17033

October 30, 2020

COVID-19 Mitigation Strategies

Farm of Hope provides three support services; Transportation, Farm (facility-based) program, and Community (100% community-based) program services. Each of these has specific mitigation strategies during the current pandemic environment.

Transportation Services. Services provided for Growers to and from the Farm program, and to and from Community group or individual meeting locations (Hubs).

Program Hours: Each weekday the Farm program will run from 9:30am to 2:30pm, and the Community program will run from 10am to 2pm. Growers will be picked up from their home in time to get to the Farm or their Community meeting location/Hub for these program hours. We will coordinate with each Grower and their family for pick up and drop off times. If drop off or pick up will be delayed our staff will notify you, if the Grower will be absent or they are running late please call the Farm at 717-298-1845.

Limitations: Maximum capacity for the vans will be three passengers plus the driver, or 1 passenger in a sedan plus the driver; these reflect 50% reduction in capacity.

Isolation and Cleaning: Each vehicle will be limited to specific Growers for that day, Growers will only use that one vehicle to limit possible transmission. The vehicles will be cleaned and disinfected after each daily use. The vehicles will carry a sanitation kit with supplies to clean and disinfect the vehicle as needed and handwashing supplies for the Growers to use throughout the day.

Screening and Check In: Growers will be screened using the criteria in Attachment 1, at their homes before entering the vehicle.

Families and residential staff are asked to pre-screen all Growers before they leave home in the mornings using the criteria in Attachment 1 and accompany them during screening to help answer questions; this determines if they should attend their program that day.

Farm Program. Facility-based services provided at Hope Springs Farm include activities such as: animal care, horticulture therapy, cooking and crafts, music and yoga therapy, and recreation activities on a “family farm” environment, with a focus on learning and improving skills in groups to foster meaningful friendships.

Program Hours: Each weekday the Farm program will run from 9:30am to 2:30pm. These reduced hours reflect a 17% reduction (from 6 hours to 5 hours) to allow the staff more time to prepare and clean and disinfect at the end of every day. Growers can be dropped off no earlier than 9:15am and no later than 9:45am. Growers can be picked up no earlier than 2:15pm and no later than 2:45pm. If drop off or pick up will be delayed please call the Farm at 717-298-1845.

Limitations: Maximum capacity currently is 20 Growers each day, in 4 groups of 5, with 1 staff member assigned to each group, unless the Growers require additional level of support such as 1:1 supervision. This reflects a 48% reduction in capacity, and allows for better separation of the cohorts and enhanced cleaning and disinfecting process.

There will be additional staff members available on the Farm. Growers in the Farm program will not be going on community outings during the day.

All Growers and their families and teams will be notified as the program limitations change to adjust to the current local conditions.

Separation and Cleaning: Each group will be assigned their own indoor space for the day. Growers will not change groups during the day or share indoor space with other groups to limit possible transmission. Shared bathrooms will be cleaned and disinfected after each use.

Daily Activities: As many activities as possible will be outdoor activities – weather permitting. The groups will maintain appropriate distancing from the other groups while outdoors; their activities around the Farm are easy to keep separate during the day since we have plenty of space throughout the 17 acres. Growers will be instructed on the proper social hygiene techniques such as wearing masks, and when masks can be removed when they can maintain appropriate distancing. Growers will be taught and encouraged to wash their hands frequently throughout the day. Lunch will be the only time during the day that appropriate distancing and masks will not be used. This is because some Growers have special supervision requirements when they are eating (choking protocols), and these take precedence during lunch. However, each group will still be appropriately distanced from the other groups when eating lunch outdoors, when indoors they will be in their assigned indoor space. Whenever possible staff members will be given a break to eat lunch away from the Growers to minimize their exposure and potential spread. Growers will be reminded and encouraged to drink lots of water throughout the day to stay hydrated.

Masks. For our Growers masks are encouraged and staff will prompt them throughout the day to wear them, and teach them the proper way to wear them. We know some of our Growers can't tolerate masks for very long, or at all, due to health or sensory issues. Growers, families and residential programs should account for this when considering attending the Farm program. Staff and visitors are required to wear masks when working with Growers, they will also teach the Growers when it is ok to remove their masks and the staff will model this. Growers and staff may need a break from their masks from time to time so we will use appropriate distancing and create a safe environment for the Growers to remove their masks. This learning opportunity helps them understand the importance of masks when around others. Staff and visitors are also required to wear masks working around the Farm when they are close (within 6 feet) to others.

Screening and Check In: Growers will be screened when they arrive at the Farm – using Attachment 1. We also ask that Family members, residential staff, and transportation drivers accompany the Growers at check in to assist the screening or in case the Growers need to return home. Families and residential staff are asked to pre-screen all Growers before they leave home in the mornings using the same criteria, so that they aren't surprised or disappointed if they can't stay at the Farm that day. Staff and visitors will be screened when they arrive at the Farm using the criteria in Attachment 1.

Community Program. Community-based services provided in the Growers community include activities such as volunteering, recreation, learning and improving skills in groups to foster meaningful friendships while exploring the community.

Program Hours: Each weekday the Community program will run from 10am to 2pm. These reduced hours reflect a 34% reduction (from 6 hours to 4 hours) to allow the staff more time to prepare and clean and disinfect vehicles at the end of every day. Growers can be dropped off at their meeting location/Hub no earlier than 9:45am and no later than 10:15am. Growers can be picked up from their meeting location/Hub no earlier than 1:45pm and no later than 2:15pm. If drop off or pick up will be delayed please call the Farm at 717-298-1845.

Limitations: Transportation in the community will be limited to 3 passengers in each van plus the driver, or 1 passenger in a sedan plus the driver; these reflect 50% reduction in capacity. Each community group will have no more than 3 Growers (this also reflects a 50% reduced capacity), and the groups will not meet during the day as they did in the past. Each group of 3 Growers will have 2 staff, unless they need 1:1 supervision.

Isolation and Cleaning of Vehicles: Each vehicle will be limited to specific Growers for that day, Growers will only use that one vehicle to limit possible transmission. The vehicles will be cleaned and disinfected after each daily use. The vehicles will carry a sanitation kit with supplies to clean and disinfect the vehicle as needed and handwashing supplies for the Growers to use throughout the day.

Daily Activities: With the scarcity of volunteer and recreational opportunities, the Groups will sometimes venture farther than their own local community. This will allow a broader experience for all the Growers. As much as possible community activities will be outdoor activities – weather permitting – using the local municipal, county, and state parks. Indoor activities will be limited to those inspected and validated by the community activities supervisor, consisting of Church rooms, private family homes and limited recreation venues. The groups will maintain appropriate distancing from the other people while in public; their activities whenever possible, will be designed for outdoor spaces such as parks and recreation venues where there are not large crowds. Growers will be instructed on the proper social hygiene techniques such as wearing masks and when masks can be removed when they can maintain appropriate distancing. Growers will be taught and encouraged to wash their hands frequently throughout the day. Lunch will be the only time during the day that appropriate distancing and masks will not be used. This is because some Growers have special supervision requirements when they are eating (choking protocols), and these take precedence during lunch. However, each group will still be appropriately distanced from the other people in public when eating lunch. Indoor activities are very limited; only those indoor locations that have been pre-approved such as libraries will be used. As more indoor community opportunities become available, we will visit them and approve them (clean, space to maintaining social distancing and verified hygiene practices) for community group activities. Currently all retail and restaurant activities are limited to curb-side pick up only, and recreation activities are limited to mostly outdoor venues, or their Church rooms private family homes, or verified recreation venues. Growers will be reminded and encouraged to drink lots of water throughout the day to stay hydrated; each group will travel with a water cooler.

Masks. For our Growers masks are encouraged and staff will prompt them throughout the day to wear them, and teach them the proper way to wear them. We know some of our Growers can't tolerate masks for very long, or at all, due to health or sensory issues. Growers, families and residential programs should account for this when considering attending the Community program. Staff and visitors are required to wear masks when working with Growers, they will also teach the Growers when it is ok to remove their masks and the staff will model this. Growers and staff may need a break from their masks from time to time so we will use appropriate distancing and create a safe environment for the Growers to remove their masks. This learning opportunity helps them understand the importance of masks when around others.

Screening and Check In: Growers will be screened when they arrive at their community meeting location – using Attachment 1. We also ask that Family members, residential staff, and transportation drivers accompany the Growers at check in to assist the screening or in case the Growers need to return home. Families and residential staff are asked to pre-screen all Growers before they leave home in the mornings using the same criteria, so that they aren't surprised or disappointed if they can't attend that day. Staff will also be screened when they arrive at work each day using the criteria in Attachment 1.

Closure of Programs and Reporting Positive or Suspected COVID-19 Cases

If any of the Growers or staff are positively diagnosed with COVID-19, we will temporarily suspend all operations except the Zoom Farm Parties, until we can safely re-open the facility or community programs.

Attachment 2 explains the criteria for closures, and the closure reporting guidelines.

Attachment 3 explains the notification process in the event that any staff or individuals receiving services are diagnosed with, or have had close contact with, someone diagnosed with COVID-19. The term “close contact” is defined as being within 6 feet of another person for 15 minutes, or being directly exposed to respiratory secretions (e.g., cough or sneeze), all our staff and Growers would fall into this definition.

These guidelines are directed by the PA Department of Health and the Department of Human Services. You can see all the guidance at:

PA Department of Health:

<https://www.health.pa.gov/topics/disease/coronavirus/Pages/Coronavirus.aspx>

PA Department of Human Services/Office of Developmental Programs:

<https://www.myodp.org/mod/page/view.php?id=26808>

GROWER CHECK IN PROCESS – UPDATED 10/28/20

1. TEMPERATURE CHECK

2. HAVE YOU HAD ANY SYMPTOMS OF COVID-19 SUCH AS COUGH, SHORTNESS OF BREATH OR SORE THROAT?

A. SEE THE “SYMPTOMS OF CORONAVIRUS” POSTER.

3. HAVE YOU TRAVELED TO OR FROM ANY OF THE LISTED STATES IN THE LAST 14 DAYS?

As of July 2, 2020, the PA Department of Health has recommended that travelers from certain states self-quarantine, and therefore should not visit, for 14 days following return to PA.

To see the most current list of states, visit

<https://www.health.pa.gov/topics/disease/coronavirus/Pages/Travelers.aspx>

4. IS ANYONE AT HOME SICK?

A. HAVE YOU OR ANYONE IN YOUR HOUSEHOLD, HAD CONTACT WITH A PERSON IN THE PAST 14 DAYS WHO TESTED POSITIVE FOR COVID-19 OR WAS TOLD BY A MEDICAL PROVIDER THEY MAY OR DO HAVE COVID-19?

5. HAVE YOU TESTED POSITIVE FOR COVID-19, OR WAS TOLD BY A MEDICAL PROVIDER THAT YOU MAY, OR DO HAVE COVID-19?

IF YOU ANSWER YES TO ANY OF THE ABOVE QUESTIONS, OR HAVE A FEVER OF 100+, YOU WILL NOT BE ALLOWED TO PARTICIPATE IN THE PROGRAM.

PLEASE REMEMBER TO WASH YOUR HANDS OFTEN.

Closure of Licensed Facilities Where Community Participation Support is Provided When Staff or Individuals Are Diagnosed with COVID-19

This guidance was extracted from ODP email to licensed providers dated August 4, 2020. Provider staff regularly interact before and after the provision of services in both programs so these requirements will be applied to both the FOH Facility-based Program and the Community-based Program

Situations Requiring Closure

To mitigate the spread of COVID-19 in Adult Training Facilities and Vocational Facilities (CPS), the following situations require program closure:

Situation	Closure Guidance ^[1]
Staff who rendered services or an individual who receives services: (1) tested positive for COVID-19, (2) is asymptomatic and (3) does not know the <u>date of exposure to COVID-19</u> .	The setting must close if the staff or individual was present in the setting at any point <u>starting 48 hours before the test date</u> .
Staff who rendered services or an individual who receives services: (1) tested positive for COVID-19, (2) is asymptomatic and (3) knows the <u>date of exposure to COVID-19</u> .	The setting must close if the staff or individual was present in the setting at any point <u>starting 48 hours after the diagnosed person was exposed to COVID-19</u> .
Staff who rendered services or an individual who received services: (1) <u>exhibits symptoms of COVID-19^[2] and</u> (2) <u>subsequently tested positive for COVID-19</u> .	The setting must close if the staff or individual was present in the setting at any point <u>starting 48 hours prior to the time the person started exhibiting symptoms of COVID-19</u> .

^[1] Source: PA Department of Health 2020-PAHAN-513-07-04-ALT
<https://www.health.pa.gov/topics/Documents/HAN/2020-PAHAN-513-07-04-ALT-Changing%20Ep.pdf>

^[2] Providers are responsible for keeping up-to-date about COVID-19 symptoms. A current list of symptoms is available at <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Symptoms-Testing.aspx>.

Closure Requirements:

- The provider must **close the setting for 14 calendar days starting from the date that the provider was notified of the COVID-19 diagnosis.**
- The provider will need to follow the re-opening guidance specific to the type of setting and issued by the Office/Department responsible for payment of services in the setting. Re-opening guidance is in development and will be published in the near future.
- If a provider received guidance from the Department of Health or the local Department of Health that the licensed setting can re-open in less than 14 days, the provider may choose to do so, but must still follow the re-opening guidance.
- The provider should encourage individuals and staff who were present in the setting to quarantine at home for 14 days.
- Back-up plans to ensure the health and welfare of all individuals impacted by the closure of the setting must be implemented.

Notification of closure and re-opening activities must be provided to the parties listed below:

Setting	Notify
Facility-Based or Community-Based, Community Participation Support (CPS) programs	<ul style="list-style-type: none">• Individuals who receive services in the facility-based or community-based programs• Supports Coordinators of individuals who receive services in these programs• Administrative Entity (Dauphin County)• ODP Regional Office (Central Region)

Community Participation Support COVID-19 Notification Process

This guidance was extracted from ODP Announcement 20-086, UPDATE, dated 8/3/2020. Provider staff regularly interact before and after the provision of services in both programs so these requirements will be applied to both the FOH Facility-based Program and the Community-based Program

Situations Requiring Notification

To mitigate the spread of COVID-19 in Adult Training Facilities and Vocational Facilities (CPS), the following situations require notification when any staff or individuals receiving services are diagnosed with, or have had close contact with, someone diagnosed with COVID-19.

The notification must not include any personal identifying information of who has or is suspected of having COVID-19, including his or her relationship to the individual

In alignment with the guidance issued by the [PA Department of Health](#), emergency contacts are informed that the individual **may have been exposed to someone who is diagnosed with COVID-19 while infectious**, but are not able to disclose who the diagnosed person is.

Situation	Who Must Be Notified
Staff or an individual who received services 1) was asymptomatic, 2) diagnosed with COVID-19, 3) and the date of exposure to COVID-19 is unknown.	Staff and individuals who received services and had or may have had close contact with the staff or individual diagnosed with COVID-19 at any point <u>starting 2 calendar days before the test date</u> . Emergency contacts for impacted participants must be notified as well.
Staff or an individual who received services 1) was asymptomatic, 2) diagnosed with COVID-19 3) and the date of exposure to COVID-19 is known.	Staff and individuals who received services and had or may have had close contact with the staff or individual diagnosed with COVID-19 at any point <u>starting 2 calendar days after the diagnosed person was exposed to COVID-19</u> . Emergency contacts for impacted participants must be notified as well.
Staff or an individual who received services 1) exhibited symptoms of, 2) and was tested for, COVID-19. (Notification is required upon learning that testing occurred and not after the staff or individual received his or her test results.)	Staff and individuals who received services and may have close contact with the staff or individual who exhibited symptoms and was tested for COVID-19 at any point <u>starting 48 hours prior to the time the person started exhibiting symptoms of COVID-19</u> . Emergency contacts for impacted participants must be notified as well.

Attachment 3, Notification Requirements of a Grower or Staff Diagnosed with COVID-19

In accordance with ODP Announcements 20-049 UPDATE, 4/30/2020, and 20-071, 6/10/2020, the situations listed above also require reporting to the AE through the Enterprise Incident Management System (EIM), and to OPD through the Health Risk Screening Tool (HRST) system.