

To All Agency Staff:

As is always the case, your leadership team continues to closely follow the developing health information and health recommendations from the Centers for Disease Control (CDC), Illinois Department of Public Health (IDPH), and the Illinois State Board of Education (ISBE) regarding COVID-19. Both the CDC and IDPH have updated their COVID-19 protocols, and the agency will adjust our procedures consistent with the new public health guidelines. Any specific changes unique to Hammitt School, per ISBE mandates, will be communicated separately. **REMINDER: Symptoms for COVID 19 include fever over 100.4, cough, chills, fatigue, body aches, headache, sore throat, congestion/runny nose, nausea, new loss of taste/smell.**

### **Revised Isolation Guidelines for Employees who are Positive for COVID-19**

**Effective Friday, January 14, 2022** employees who are in Isolation due to testing positive for COVID-19 are now **eligible** to return to work after five days of Isolation (previously 10 days isolation was required), **IF the following criteria are met:**

- **You have been fever free without medication for 48 hours and your other symptoms are resolving. If you continue to have fever or other symptoms (particularly sneezing and coughing) are not resolving, you must continue isolating beyond the initial 5 day timeframe.**
- **You may then return to work (after 5 days Isolation) and ALWAYS wear a KN95 mask during working hours for the next 5 days (both on agency properties, and in service delivery)**
- **NOTE: If you return to work after a 5 day Isolation period and these criteria are not met, you will be subject to documented and progressive employee discipline.**

### **CHART**

<b><u>Positive test or first symptoms (Day Zero)</u></b>	<b><u>New Eligible to return date</u></b>
January 4 thru January 8	Eligible to return now
January 9 <sup>th</sup>	January 15 <sup>th</sup>
January 10 <sup>th</sup>	January 16 <sup>th</sup>
January 11 and January 12	January 18 <sup>th</sup>
January 13 <sup>th</sup>	January 19 <sup>th</sup>
January 14 <sup>th</sup>	January 20 <sup>th</sup>

### **Changes to the Quarantine guidelines WILL BE COMING SOON to The Baby Fold...**

**The Quarantine Guidelines if you meet the definition of “close contact” with a COVID-19 Positive Person(s) have also been revised by the CDC. The Baby Fold is not implementing this change now, but we are developing a system to implement these changes IN THE NEAR FUTURE. Please be ALERTED, that under the revised Quarantine Guidelines, in order to avoid a Quarantine due to close contact, both the CDC and IDPH now require all recommended vaccinations be completed, which includes the vaccine booster. If you are vaccinated, but have not received your booster shot as recommended, you will soon be required to Quarantine for at least a 5 day period due to close contact. Details and implementation steps for this Quarantine change will be coming to you soon.**

**IMPORTANT: WE WILL RELY ON THE VACCINE STATUS REPORT THAT YOU HAVE PROVIDED. IF YOU HAVE RECEIVED A BOOSTER BUT HAVE NOT TURNED IN DOCUMENTATION, PLEASE DO SO IMMEDIATELY by bringing in a paper copy to Jeni Lamb, Exec Asst at 108 East Willow campus. We will be establishing a designated email (VERY SOON) for you to scan/send your vaccine documents via email.**

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This change in the Isolation and Quarantine guidelines by the CDC is informed by science demonstrating that the majority of SARS-CoV-2 transmission occurs early in the course of illness, generally in the 1-2 days prior to onset of symptoms and the 2-3 days after.

The KN95 masks are required if you meet the criteria specified above, as they are more effective at stopping the spread of this current variant than cloth or paper masks. We have 4000 KN95 masks in stock for you, and your supervisors can ensure you have the supplies you need. Most COVID supplies in your departments are accessible through your assigned clerical support staff.

As we see an increase in cases, **please take note of a few additional instructions** to protect yourself, your coworkers, and clients. More than simply protecting our clients and each other's health, we need to work together through this wave to keep enough staffing in place to run our programs well. While the symptoms of the Omicron infection itself are often mild, the staffing shortages it creates are consistently serious. With that in mind, please adhere to the following:

- Be vigilant with wearing an appropriate grade, well-fitting mask when in all shared work spaces and common areas, in all agency facilities. Remind co-workers to do the same. If you observe adherence to mask wearing "slipping", prompt your co-workers and discuss problems with adhering to masking requirements with your Program Director. A simple, single ply cloth mask is not sufficient.
- Continue to wash hands frequently and use social distancing.
- Temporarily schedule your supervision times remotely, unless you have a specific reason that the supervision needs to occur in person. We will notify you when we begin to encourage more in-person supervision meetings.
- Move all internal in-person trainings and in-person meetings to virtual/remote environments for the next several weeks. We will notify you when it is advisable to have in-person, group meetings for internal meeting purposes.
- Utilize a well-fitting mask for direct client contact in service delivery. KN95 and 3-ply surgical masks are available in departments, if you need them.
- **DO NOT COME TO WORK IF YOU ARE SICK AND NOT FEELING WELL**

We understand that staff may get infected despite their very best efforts. Our goal is to control how many of us get it at one time to keep programs running smoothly.

Fortunately, several predictive models show are that this wave has almost hit its peak! So we can look forward to local cases diminishing in the weeks to come. Remember, there is tremendous hope for the near future with boosters, new types of vaccines, and new therapeutics that will soon flood the markets and help stabilize our world. Through all of this, you are all doing tremendous work that continues to bless and support hundreds of children and families. We see how special you are, and we are actively looking for new ways to celebrate you and reward your good efforts. More information will follow!

With thanks for all you do,

***Dianne Schultz and your Leadership Team***  
***1-14-22***