

## Dunwoody Village Plan for Reopening Our Skilled Nursing Facility

Date Posted to Facility Website: July 27, 2020

In addition to posting the reopening plan for the skilled nursing center on our Dunwoody website, we will also be posting information on the website to ensure that residents, families and visitors will know when criteria has been met to proceed through each step of the reopening process.

**Note:** Dunwoody Village’s Reopening Plan for independent living is **NOT** included in this plan; nor is the reopening plan for our personal care facility. This plan only pertains to our skilled nursing facility.

**Note:** The Commonwealth of Pennsylvania has mandated that: “If a [single] new COVID-19 outbreak occurs in the skilled nursing center; the facility will cease implementing their reopening plan and wait until it has no new cases for 14 consecutive days before re-entering step one.”.

### The Commonwealth of Pennsylvania Is Requiring A Gradual Three-Step Process to Ease Long-Term Care Facility Restrictions and to Protect Vulnerable Populations:

In order to cautiously lift restrictions in long-term care facilities (LTCFs), the departments of Health and of Human Services will require all skilled nursing facilities to meet several **prerequisites** before proceeding into the official three-step process of reopening.

#### Prerequisites:

##### Prerequisite 1

*The facility must meet all the Prerequisites, including the baseline universal test for COVID-19 administered to staff and residents (in accordance with the [June 8, 2020, Order of the Secretary of Health](#));*

#### Facility Plan:

All skilled center resident/patients received a base-line COVID-19 test. Testing began on 6/23/20 and concluded on July 21, 2020.

##### Prerequisite 2

*The facility must be able to administer tests within 24 hours of a resident showing COVID-19 symptoms; as well as have a plan that:*

- *Includes the capacity to administer COVID-19 diagnostic test to all residents and staff if the facility experiences an outbreak;*

- *Includes the capacity to administer COVID-19 diagnostic tests to all staff, including asymptomatic staff;*
- *Includes a procedure for addressing needed testing of non-essential staff and volunteers; and*
- *Includes a procedure for addressing resident or staff that decline or are unable to be tested.*

#### **Facility Plan:**

Facility's normal lab, Brookside Lab, began offering COVID-19 testing for Dunwoody's skilled residents on June 17, 2020. Due to the fact that Brookside only received approval to conduct COVID-19 testing on June 17, 2020; and as required by the State of Pennsylvania (in accordance with the [\*June 8, 2020, Order of the Secretary of Health\*](#)), Dunwoody contracted with a State approved lab, Clarity Lab; to conduct base-line COVID-19 testing for all skilled resident/patients and all staff members. Because of concerns related to lab result turn-around times Dunwoody registered and engaged with the Commonwealth of Pennsylvania's State Lab; which is reporting much quicker turn-around times for test result. Dunwoody has a policy for immediate notification to the resident/patient's physician and responsible party upon identification of signs or symptoms of COVID-19 and a test will be administered within 24 hours of identification of such signs or symptoms. Dunwoody is actively working with three labs, as necessary; and has testing kits on-site for facility staff to promptly administer tests;

#### **Prerequisite 3**

*The facility must develop an implementation plan and post that plan to the facility's website and specify in the plan how the reopening and visitation requirements will be met;*

#### **Facility Plan:**

Skilled facility implementation plan posted on the Dunwoody Village website on July 27, 2020.

#### **Prerequisite 4**

*The facility must develop a reopening plan to allow visitation that includes scheduling and other safety measures;*

#### **Facility Plan:**

Please see visitation plan below;

## Prerequisite 5

*The facility must develop a plan for cohorting or isolating residents diagnosed with COVID-19;*

### Facility Plan:

Dunwoody Village's skilled nursing facility has all private room accommodations. Residents/patients in need of isolation will be isolated in their private room(s). Upon a positive resident case of COVID-19 on any skilled nursing unit, the entire unit is immediately closed to all people; except those providing resident patient care;

## Prerequisite 6

*The facility must establish and adhere to written screening protocols for all staff each shift, each resident daily, and all persons entering the facility;*

### Facility Plan:

Written screening protocols for all staff and all persons entering the facility, including non-essential personnel and volunteers are in place. See attached written protocols for screening staff and all other persons entering the facility (Exhibit-A). Written protocols for daily resident screening are also in place. See attached written protocols for daily resident/patient screening (Exhibit-A).

## Prerequisite 7

Facility must have adequate staffing and supply of personal protective equipment for all staff;

### Facility Plan:

Since the onset of the COVID-19 pandemic, Dunwoody has not experienced staffing issues. Dunwoody Village staffs the skilled facility with staffing hours per patient day well above State required staffing minimums; typically 5.5 to 6.0 hours per patient day of direct care. If the facility experiences staffing issues we stop taking new admissions until staffing issues are resolved. Facility has an out-patient physician office area staffed by nurses and allied health professionals whom could be called upon in a staffing emergency. Facility also has a very capable nursing administration team and all team members are willing to assist if staffing challenges arise. Dunwoody Village has aggressively procured personal protective equipment throughout the pandemic and at no point have staff been asked to work without proper protection. Dunwoody has built a supply of emergency personal protective equipment and designated an area for same;

**Note: In the unlikely event that the skilled center experiences staffing issues or issues securing enough personal protective equipment to properly protect residents, staff, visitors**

**and all others entering the skilled center, visitation will immediately be stopped and the skilled center will go back to the beginning of step one.**

### **Prerequisite 8**

Facility must be located in a county that is either in the “yellow” or “green” phase of the Governor’s Reopening Plan;

### **Facility Plan:**

Dunwoody Village is located in Delaware County, PA. As of June 26, 2020, Delaware County is designated as a “green” county; which currently allows the Dunwoody Village skilled center to participate in the State’s phased reopening.

### **Prerequisite 9**

*Have the absence of any new facility onset of COVID-19 cases for 14 consecutive days since baseline COVID-19 testing;*

### **Facility Plan:**

Facility base-line testing for residents and staff was completed on July 23, 2020. Facility will enter step one of its reopening plan 14 days from July, 27. If zero positive cases are identified during this 14-day waiting period facility will enter step one.

### **Prerequisite 10**

*Have a plan to allow communal dining and activities to resume;*

### **Facility Plan:**

See Dining and Activities Plans (below).

**And, once Dunwoody Village’s skilled facility meets the required prerequisites, the facility will enter a three-step process of reopening:**

**Step One:** From the date the facility enters step one (after meeting all State mandated prerequisites), a facility must experience no new COVID-19 outbreak among staff or residents for 14 consecutive days in order to enter step two.

**“Outbreak” means either of the following:**

- **A staff person who tests positive for COVID-19 and who was present in the facility during the infectious period. The infectious period is either 48 hours prior to the onset of symptoms or 48 hours prior to a positive test result if the staff person is otherwise asymptomatic; or**

- **New facility onset of COVID-19 case or cases.**

“New facility onset of COVID-19 cases” refers to COVID-19 cases that originated in the facility, and not cases where the facility admitted individuals from a hospital with a known COVID-19 positive status, or unknown COVID-19 status but became COVID-19 positive within 14 days after admission. However, if a resident contracts COVID-19 within the facility without prior hospitalization within the last 14 days, the facility will be deemed to have a new facility onset case of COVID-19.

**Step Two:** While in step two, facilities are required to experience no new outbreak of COVID-19 among staff for 14 consecutive days to progress into the final step, step three.

**Step Three:** The final step allows Dunwoody’s skilled nursing facility to operate as outlined for the remainder of the Governor’s COVID-19 Disaster Declaration as long as there is no new COVID-19 outbreak among staff and residents for 14 consecutive days.

Each step of this reopening plan includes specific criteria for conducting dining, activities, non-essential personnel, volunteers and visitors.

**Note: For purposes of this plan, social-distancing is defined as individuals remaining six feet or more away from one another; except for during communal dining where ten feet or more away from one another is considered social-distancing.**

**Note: As prescribed by State requirements for reopening, non-essential visitation will only be allowed in step two.**

### **Dining Services:**

Dining Services and Environmental Services have infection control policies and procedures in place; including processes for disinfecting dining areas before and after meals. All residents utilizing common dining areas will be assisted with hand washing in their room or immediately upon arrival to the common dining areas; prior to meal service and alcohol-based hand sanitizer will be used by all residents prior to their departure from any common dining area. Tables will be spaced out to ensure a minimum of ten feet exists between each table/resident.

During step one:

Prior to starting step one and during step one residents will eat in their rooms with assistance from staff as appropriate.

During step two:

At the start of step two communal dining will resume, but will be limited to a number of residents who can be safely social-distanced ten feet apart in the dining areas. During step two only one resident will be allowed at each socially-distanced table. Residents who wish to eat in a communal dining setting will be rotated to ensure that all residents wishing to eat in a communal setting have equal opportunities to do so. If demand to eat meals in common dining areas is greater than space available for socially-distanced dining permits, facility will offer communal dining to half of the resident population every other day to ensure equal opportunities to participate in communal dining.

During step three:

Once step three requirements are attained residents will be allowed to dine socially-distanced with ten-foot restrictions. Resident masks may be removed once they are settled at their dining table. Staff will always wear masks in dining areas and all areas in the skilled facility.

### **Activities:**

During step one:

Small groups of no more than three socially-distanced (six feet apart) residents will be permitted in large recreation areas prior to and during step one. Resident participants will be placed in “clusters” (residents whom are designated to a group) and clusters will not co-mingle during step one. Outings will not be permitted prior to or during step one. One-on-one walks outside or inside with staff supervision are permitted prior to and during step one. This pertains to staff walking with residents outside; not visitors walking with residents outside.

During step two:

Small groups of no more than ten socially-distanced (six feet apart) residents will be permitted in large recreation areas during step two. Resident participants will remain in clusters during step two. Outings will not be permitted prior to or during step two. Staff supervised walks outside or inside the Facility are permitted prior to and during step two.

During step three:

During step three regular group activities may resume with new safety precautions in place; including wearing of masks by both staff and residents, social-distancing (six feet apart), resident and staff hand washing and sanitizing recreation area surfaces and materials prior to and after each activity. Resident clusters will not be required in step three. Dunwoody sponsored, scheduled and supervised on-campus outings will be permitted during step three.

## **Visitation:**

**All visitors are required to follow all safety guidelines; including temperature checks prior to entering and exiting the facility, social-distancing and wearing masks during the entirety of the visit and proper hand sanitizing; which facility requires upon entrance to and exit from facility. No physical contact between visitors and residents or staff will be permitted. Visitors will sign in and out upon their arrival and departure to the skilled center. Please stay in your designated visiting area and do not move furniture. Furniture has been arranged six feet apart to ensure proper social-distancing. Please see guidance for visitors provided by the State of Pennsylvania attached.** Visitors will be limited to a maximum of two people at each scheduled visit. Children under the age of 16 are allowed to visit only when accompanied by an adult and they must be able to follow all safety requirements as outlined in this plan for visitors. All children must wear a mask at all times while in the facility. Dunwoody Village strongly discourages visits by young children if they are unable to avoid excessive touching of rails, surfaces and other objects. Driver license verification may be requested at the time of the visit if there is a concern about a visitors age. Visitors concierge will ensure that visitation location(s) are properly disinfected after each use. The Commonwealth of Pennsylvania is requiring that facilities monitor all visits to ensure that all safety guidelines are met and enforced. Additionally, the Commonwealth is requiring that visits be scheduled. Guidance for visitors is available [here](#). **Visitors will be asked to leave if they violate the aforementioned safety guidance.**

Visitation is available by appointment starting at 10:00 A.M. Monday through Friday; with the last visits scheduled starting at 4:00 P.M. and concluding at 5:00 P.M. And, on Saturdays visits start at 10:00 A.M.; with last visits scheduled starting at 1:00 P.M. and concluding at 2:00 P.M.

Indoor visits are available and visitation areas have been set up in the Woodlea entrance corridor. The entrance/exit is at the bottom of parking lot “C” next to the loading dock. Upon entering the facility stay to the right and progress through the electric double doors. Please check in with the visitor concierge before proceeding to the designated visiting area(s). Visiting areas are located to the left side. Contact Rose Ondo or Bernadette Bonner at: (610-723-4787) to schedule a visit during steps two and three.

**Note: As prescribed by State requirements for reopening, visitation will only be allowed in step two and three.**

During step one:

The Commonwealth of Pennsylvania is not allowing visitation until step two and three except for compassionate visits (when a resident is at the end of life) or if a resident experiences a progressive cognitive decline or is expressing feelings of loneliness. Supervised window visits and FaceTime calls are available prior to and during step one. Please see the Commonwealth of Pennsylvania’s “Guidance to Visitors” link: Contact Rose Ondo and Bernadette Bonner at: (610-

723-4787) to schedule a supervised window visit or FaceTime visit (if resident assistance is needed with FaceTime).

During step two:

Scheduled and supervised indoor visits in sitting areas with plexy-glass partitions will be used for socially-distanced visits during step two in the designated visiting locations.

During step three:

During step three scheduled, supervised, socially-distanced indoor and outdoor visits in designated areas will be allowed. Plexy-glass will not be utilized during step three outdoor visitation.

### **Non-essential Personnel:**

Non-essential personnel for purposes of this plan includes anyone who provides support to the skilled nursing center, but is not essential to provide such support on-site. This includes pharmacy personnel, companions, hospice staff, physician specialists, etc.

Screening and additional precautions including social distancing, hand hygiene, and universal masking are required for non-essential personnel.

During step one:

During step one and prior to step one, non-essential personnel will not be permitted into the facility.

During step two:

When the facility moves to step two, non-essential personnel deemed necessary by the facility are allowed.

During step three:

In Step three, all non-essential personnel are allowed. Screening and additional precautions including social distancing, hand hygiene, and universal masking are required for non-essential personnel.

### **Volunteers:**

During step one:

During step one and prior to step one, volunteers will not be permitted into the facility.



During step two:

During step two and prior to step two, volunteers will not be permitted into the facility.

During step three:

Volunteers will be allowed into the facility following the same screening process as employees and visitors. Volunteers will also be required to consent to a COVID-19 test and must receive a negative result from the test prior to starting volunteer services.

**I attest that the information provided in this plan for reopening the Dunwoody Village Skilled Nursing Facility is an accurate representation of the facts and that this facility will adhere to the plan as written. I further attest that the county in which this facility is located is in a Yellow or Green phase per the Governor’s Reopening Plan. This Reopening Plan will be posted on the facility web-site and will be made available upon request. This facility will progress to the next step of reopening only when the criteria is met as described . If at any point during reopening the facility fails to meet the criteria for reopening, I will ensure the facility ceases reopening immediately. Further, if at any point during reopening this facility is operating under a contingency staffing plan, I will ensure the facility ceases reopening immediately.**

**Brandon Jolly  
Director of Health Services**

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(NURSING HOME ADMINISTRATOR)

7/27/2020  
(Date)



# DUNWOODY VILLAGE

3500 West Chester Pike  
Newtown Square, PA 19073

EXHIBIT A

POLICY  
AND  
PROCEDURES

**SUBJECT:** COVID-19 Surveillance and Screening

**DATE:** 3/12/2020

**CODE:**

**PAGE:** 1 of 2

**POLICY:** It is the policy of the William Hood Dunwoody Care Center to monitor our staff, residents and visitors for signs/symptoms of COVID-19. Procedures listed below will be directed by the CDC and the Medical Director.

## **Procedure:**

### **Staff:**

- Staff will be monitored for elevated temperature and signs/symptoms of illness before and after each shift, per the direction of the medical director.
- Staff flagging for signs/symptoms of illness will be asked to return home and not work that shift.
- Staff who begin experiencing signs/symptoms of illness during their shift will be sent home.
- Daily screening and guidance from the Infection Preventionist or designee will be provided to staff who are out of work with signs/symptoms of illness as directed by medical director.
- They will be notified by the Infection Preventionist or designee when they are able to return to work.

### **Residents:**

- Residents will be monitored for signs/symptoms of illness.
- MD will be notified when residents are found to be symptomatic.
- Residents under suspicion of COVID-19 infection will immediately be placed on the appropriate isolation precautions as directed by the CDC, and staff will don the necessary PPE as directed by the CDC when providing care for the residents.
- Residents under suspicion of COVID-19 infection will be tested as ordered by the MD and following the PA Department of Health guidelines.
- Upon discovery of a positive case of COVID-19, all residents on the affected unit will be tested per the recommendation of the medical director.
- Follow-up testing will be conducted on affected units at the direction of the medical director.

### **Visitors (including families, vendors, marketers, non-essential personnel, volunteers and any other person entering the care center):**

- Visitors will sign in upon entry of the facility and sign out at the end of the visit.
- Visitors will be screened for elevated temperature and signs/symptoms of illness before and after their visit.
- Visitors flagging for signs/symptoms of illness will be asked to return home and not visit.
- Visitors will be directed to wear masks and socially distance throughout the entirety of their visit.
- Visits will be monitored by staff to ensure compliance with COVID-19 precautions.



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POLICY  
AND  
PROCEDURES

**SUBJECT: SUBJECT: COVID-19 Surveillance and Screening**

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Revised:  
7/21/2020

AUTHORIZED BY:

\_\_\_\_\_  
HEALTH SERVICES ADMINISTRATOR

\_\_\_\_\_  
DIRECTOR OF NURSING