

## Reopening Implementation Plan for the Pennsylvania Department of Human Services's Interim Guidance for Personal Care Homes, Assisted Living Residences and Private Intermediate Care Facilities During COVID-19

FACILITY INFORMATION	
This section contains the name and location of the facility along with contact information for an individual designated by the facility. That individual does not have to be the Administrator but should be someone available to respond to questions regarding the Implementation Plan.	
<b>1. FACILITY NAME</b>	
Landis Homes Retirement Community	
<b>2. STREET ADDRESS</b>	
1001 East Oregon Road	
<b>3. CITY</b>	<b>4. ZIP CODE</b>
Lititz	17543
<b>5. NAME OF FACILITY CONTACT PERSON</b>	<b>6. PHONE NUMBER OF CONTACT PERSON</b>
Susan Paul	717-381-3597

DATE AND STEP OF REOPENING	
The facility will identify the date upon which all prerequisites will be met to begin the reopening process and the Step at which the facility will enter reopening. Those facilities that experienced a significant COVID-19 outbreak will identify the date the Department of Health survey was conducted (that is required prior to reopening).	
<b>7. DATE THE FACILITY WILL ENTER THE REOPENING PROCESS</b>	
8/13/2020	
<b>8. SELECT THE STEP AT WHICH THE FACILITY WILL ENTER THE REOPENING PROCESS – EITHER STEP 1 OR STEP 2 (CHECK ONLY ONE)</b>	
<input type="checkbox"/> <b>Step 1</b> <i>The facility must meet all the Prerequisites included in the Interim Guidance for Personal Care Homes, Assisted Living Residences and private Intermediate Care Facilities During COVID-19</i>	
<input checked="" type="checkbox"/> <b>Step 2</b> <i>The facility must meet all the Prerequisites, including the baseline universal test for COVID-19 administered to staff and residents (in accordance with the <u>June 26, 2020, Order of the Secretary of Health</u>)</i> <b>AND</b> <i>Have the absence of any new facility onset of COVID-19 cases for 14 consecutive days since baseline COVID-19 testing</i>	
<b>9. HAS THE FACILITY EXPERIENCED A SIGNIFICANT COVID-19 OUTBREAK? (IF NO, SKIP TO #11)</b>	
Yes	

STRATEGY FOR TESTING, COHORTING, PERSONAL PROTECTIVE EQUIPMENT, AND STAFFING
To ensure the facility has taken appropriate measures to protect residents and staff, descriptions of those strategies are required in this section (prerequisites to enter the reopening process).

**STRATEGY FOR TESTING, COHORTING, PERSONAL PROTECTIVE EQUIPMENT, AND STAFFING**

**10. DATE RANGE FOR THE BASELINE UNIVERSAL TEST ADMINISTERED TO STAFF AND RESIDENTS (BETWEEN JUNE 14, 2020 AND AUGUST 31, 2020) IN ACCORDANCE WITH THE JUNE 26, 2020, ORDER OF THE SECRETARY OF HEALTH**

6/11/2020 to 6/25/2020

**11. DESCRIBE THE ABILITY TO HAVE COVID-19 DIAGNOSTIC TESTS ADMINISTERED TO ALL RESIDENTS SHOWING SYMPTOMS OF COVID-19 AND TO DO SO WITHIN 24 HOURS**

Landis Homes has adequate supplies to administer COVID-19 tests to all symptomatic residents. Landis Homes has contracts with two laboratories and has access to the PA DOH laboratory services to facilitate timely testing.

**12. DESCRIBE THE ABILITY TO HAVE COVID-19 DIAGNOSTIC TESTS ADMINISTERED TO ALL RESIDENTS AND STAFF IF THE FACILITY EXPERIENCES AN OUTBREAK, INCLUDING ASYMPTOMATIC STAFF**

Landis Homes has adequate resources to administer COVID-19 tests to all personal care residents and team members if we experience an outbreak of COVID-19. Landis Homes has adequate resources to administer COVID-19 tests to asymptomatic team members. Team members who exhibit symptoms of COVID-19 will be directed to contact their personal medical provider and/or the Pennsylvania Department of Health.

**13. DESCRIBE THE PROCEDURE FOR TESTING OF NON-ESSENTIAL STAFF AND VOLUNTEERS**

Landis Homes has adequate resources to administer COVID-19 tests volunteers and non-essential staff employed by Landis Communities. Landis Homes will coordinate with vendors to ensure COVID-19 testing is completed for non-essential staff, if needed.

**14. DESCRIBE THE PROCEDURE FOR ADDRESSING RESIDENTS OR STAFF THAT DECLINE OR ARE UNABLE TO BE TESTED**

Asymptomatic residents who refuse testing, will be have a 14 day quarantine and will continue with covid screening daily X 2. Residents with COVID-19 symptoms without a differential diagnosis who refuse testing will be considered presumptively positive and will quaratined for 14 days.

Universal (asymptomatic) COVID-19- testing is required for all team members working in Personal Care. Symptomatic team member are excluded from working in accordance with PAHAN – 502.

**15. DESCRIBE THE PLAN TO COHORT OR ISOLATE RESIDENTS DIAGNOSED WITH COVID-19 IN ACCORDANCE WITH PA-HAN-509 PURSUANT TO SECITON 1 OF THE *INTERIM GUIDANCE FOR Personal Care Homes, Assisted Living Residences and Intermediate Care Facilitiess DURING COVID-19.***

Landis Homes Personal Care does not have the capacity to designate three cohorting zones, based on test results and/or the residents' clinical status. Residents that test positive will be cared for in their private accommodation with a BlueDry Airscrubber installed in their window. This BlueDry Airscrubber contains a HEPA filter and Prefilter. It also creates negative air pressure in the room. If the resident 's care needs exceed the level that can be provided in Personal Care, they may be transferred to our Health Care Center.

**16. DESCRIBE THE CURRENT CACHE OF PERSONAL PROTECTIVE EQUIPMENT (PPE) AND THE PLAN TO ENSURE AN ADEQUATE SUPPLY OF PPE FOR STAFF (BASED ON THE TYPE OF CARE EXPECTED TO BE PROVIDED)**

Landis Homes actively monitors and compares our inventory and utilization rates of PPE to ensure we maintain an adequate supply to provide resident care. We have established contracts with suppliers and have resources to obtain necessary PPE as needed.

**17. DESCRIBE THE CURRENT STAFFING STATUS AND THE PLAN TO ENSURE NO STAFFING SHORTAGES**

As a result of the COVID-19 pandemic, Landis Homes has implemented our Emergency Staffing Plan. This plan includes establishing an incident command team to assess staffing needs, available resources, and coordinate schedules. To date, COVID-19 has not had a significant negative impact on staffing.

## STRATEGY FOR TESTING, COHORTING, PERSONAL PROTECTIVE EQUIPMENT, AND STAFFING

### 18. DESCRIBE THE PLAN TO HALT ALL REOPENING FACILITIES AND RETURN TO STEP 1 IF THE FACILITY HAS ANY NEW ONSET OF POSITIVE COVID-19 CASES

Upon notification of Lancaster County's intent to revert to the red phase of the Governor's reopening plan, Landis Home will return to the protocols in place, prior to entering the reopening steps as they related to visitors and dining.

## SCREENING PROTOCOLS

In each block below, describe the screening protocol to be used including where screening occurs, method of determining symptoms and possible exposure, and action taken if screening reveals possible virus. Include how the data will be submitted to the Department.

### 19. RESIDENTS

Landis Homes completed baseline universal testing for Personal Care residents. All new admissions are quarantined for a minimum of 14 days. All residents are screened daily, at a minimum, for symptoms consistent with COVID-19, including measuring temperatures. If symptom screening reveals possible infection, the provider is notified and, if indicated the team members proceed with precautions using appropriate PPE, and a COVID-19 test is performed. All in-house screening will occur in the resident's room.

### 20. STAFF

Landis Homes completed baseline universal testing for Personal care team members. Those identified as COVID-19 positive were excluded from work and self-quarantined per the return to work guidelines in PAHAN 502. Team members were educated on COVID-19 including symptoms, what to do if they develop symptoms while working and to stay home if they are ill. Team Members are screened for symptoms consistent with COVID-19 and have their temperature taken prior to the start of their shift. Screening occurs in the Dogwood Screening Room.

### 21. HEALTHCARE PERSONNEL WHO ARE NOT STAFF

Non-staff healthcare personnel (HCP) are educated on the risks of working in Personal Care, signs and symptoms of COVID-19, actions to take if they develop symptoms and appropriate infection control measures. Prior to entering and upon exiting Personal the non-staff health care personnel are screened for symptoms consistent with COVID-19 and have their temperature taken prior to entry to Personal Care. Screening takes place in the Dogwood Screening Room.

### 22. NON-ESSENTIAL PERSONNEL

When non-essential personnel return to Personal care, they will receive education on the risks of working in Personal Care, signs and symptoms of COVID-19, actions to take if they develop symptoms and appropriate infection control measures. They will be screened for symptoms consistent with COVID-19, perform hand hygiene, and have their temperature taken prior to entry to Personal Care. Screening takes place in the Dogwood Screening Room.

### 23. VISITORS

Visitors are educated on the risks of visiting in Personal Care, signs and symptoms of COVID-19, actions to take if they develop symptoms and appropriate infection control measures. They are screened for symptoms consistent with COVID-19, perform hand hygiene, and have their temperature taken prior to entry to Personal Care. Screening takes place in the Dogwood Screening Room.

## SCREENING PROTOCOLS

### 24. VOLUNTEERS

When volunteers return they will be educated on the risks of volunteering in Personal Care, signs and symptoms of COVID-19, actions to take if they develop symptoms and appropriate infection control measures. They are screened for symptoms consistent with COVID-19, perform hand hygiene, and have their temperature taken prior to entry to Personal Care. Screening takes place in the Dogwood Screening Room.

## COMMUNAL DINING FOR RESIDENTS UNEXPOSED TO COVID-19

Communal dining is the same for all steps of reopening so there is no need to differentiate among the three steps.

### 25. DESCRIBE COMMUNAL DINING MEAL SCHEDULE, INCLUDING STAGGERED HOURS (IF ANY)

Landis Homes Personal Care has 4 households with 3 individual dining rooms. Meal times will be staggered utilizing the following schedule:

Breakfast – 6:45 am, 7:45 am and 8:45 am

Lunch – 11:30 am and 12:30 pm

Dinner – 4:30 pm and 5:30 pm

Lititz House (SDU) dining times:

Breakfast: 7:30 am - 9:30am

Lunch: 11:30 am -1:00 pm

Dinner: 4:30 pm – 6:00 pm

### 26. DESCRIBE ARRANGEMENT OF TABLES AND CHAIRS TO ALLOW FOR SOCIAL DISTANCING

Tables will be separated to allow at least 6 foot distance between resident seating with one resident per table. Additional dining space will be provided in our multi-functional chapel to allow for 6 foot distance between residents. Lititz House (SDU) dining: this household has 16 residents and has the capacity to seat residents in one seating while providing one resident to a table with a 6 foot distance between them.

### 27. DESCRIBE INFECTION CONTROL MEASURES, INCLUDING USE OF PPE BY STAFF

Residents will be encouraged to wear a face covering unless they are seated at a dining table eating or drinking. Team members will assist residents with hand hygiene before and after meals. Team members will wear masks, gloves and eye protection for serving/assisting residents. Team members will complete hand hygiene before and after assisting with meal preparation, meal delivery and between residents when assisting with eating. Tables will be cleaned using EPA registered disinfectant with appropriate dwell times between resident seating and between meals.

### 28. DESCRIBE ANY OTHER ASPECTS OF COMMUNAL DINING DURING REOPENING

N/A

## ACTIVITIES AND OUTINGS

In each block below, describe the types of activities that will be planned at each step and the outings that will be planned at Step 3 (an all-inclusive list is not necessary). Include where they will be held and approximately how many residents will be involved. Describe how social distancing, hand hygiene, and universal masking will be ensured. Also include precautions that will be taken to prevent multiple touching of items such as game pieces.

## ACTIVITIES AND OUTINGS

### 29. DESCRIBE ACTIVITIES PLANNED FOR STEP 1 (FIVE OR LESS RESIDENTS UNEXPOSED TO COVID-19)

Group activities will occur in designated areas such as the living room, activity room and/or dining room to promote appropriate physical distancing. Five or less residents will be permitted to participate in an activity at one time and will wear an appropriate face covering. Residents will be seated with a minimum of 6 feet between residents with one resident per table. Team members will assist residents to perform hand hygiene before and after group activities. Supplies/equipment needed for group activities will be distributed to each resident and cleaned with an EPA registered disinfectant before and after use. When possible disposable items and/or single use items will be used. Before and after each group activity tables will be cleaned with an appropriate EPA registered disinfectant. Examples of step 1 activities include devotions and BINGO with disposable cards and proper cleaning of chips.

### 30. DESCRIBE ACTIVITIES PLANNED FOR STEP 2 (TEN OR LESS RESIDENTS UNEXPOSED TO COVID-19)

The process outline in step 1 will also be followed in step 2, except ten or less residents will be permitted to participate in the activity.

### 31. DESCRIBE ACTIVITIES PLANNED FOR STEP 3

The process outlined in step 1 will be followed in step 3, except there is no limit to the number of residents able to participate as long as all safety measure identified in step 1 are maintained.

### 32. DESCRIBE OUTINGS PLANNED FOR STEP 3

Outings will be planned provided proper physical distancing can be maintained. Residents will remain on the bus at all times. Proper hand hygiene practices and universal masking will be maintained.

## NON-ESSENTIAL PERSONNEL

In Step 2, non-essential personnel deemed necessary by the facility are allowed (in addition to those already permitted in Section 4 of *Interim Guidance for Personal Care Homes, Assisted Living Residences and Intermediate Care Facilities During COVID-19*). In Step 3, all non-essential personnel are allowed. Screening and additional precautions including social distancing, hand hygiene, and universal masking are required for non-essential personnel.

### 33. DESCRIBE THE LIMITED NUMBER AND TYPES OF NON-ESSENTIAL PERSONNEL THAT HAVE BEEN DETERMINED NECESSARY AT STEP 2

Access to Personal Care and Personal Care residents by non-essential personnel will be determined on a case by case basis. The number of personnel and area of access will be determined using the information available at the time of request.

### 34. DESCRIBE HOW SOCIAL DISTANCING, HAND HYGIENE, AND UNIVERSAL MASKING WILL BE ENSURED FOR NON-ESSENTIAL PERSONNEL AT STEPS 2 AND 3

Non-essential personnel must pass screening, perform hand hygiene and will be educated on the risk associated with working in Personal Care, the signs and symptoms of COVID-19, actions to take if they develop symptoms consistent with COVID-19, the requirement to wear a mask per Landis Homes protocol, approved areas of access, and physical distancing.

### 35. DESCRIBE MEASURES PLANNED TO ENSURE NON-ESSENTIAL PERSONNEL DO NOT COME INTO CONTACT WITH RESIDENTS EXPOSED TO COVID-19

Non-essential personnel will not be permitted access to residents exposed to COVID-19, unless the work to be performed is a significant safety risk. In those situations, the vendor will be notified in advance. Landis Home will coordinate with the vendor to develop a plan to complete the necessary work with the least risk of exposure.

**VISITATION PLAN**

For visitation to be permitted in Steps 2 and 3 of reopening (as described in Section 6 of *Interim Guidance for Personal Care Homes, Assisted Living Facilities and Intermediate Care Facilities During COVID-19*), the following requirements are established. Screening and additional precautions including social distancing, hand hygiene, and universal masking are required for visitors.

**36. DESCRIBE THE SCHEDULE OF VISITATION HOURS AND THE LENGTH OF EACH VISIT**

Visits are scheduled for 30 minutes.

**Current**

Personal Care Lititz House (Memory Support):  
 Monday through Friday – 1:30pm-3:00pm  
 Aspen, Birch, and Cedar Houses:  
 Mondays through Friday - 11am - 12pm, 1:45pm – 3:15pm  
 Saturdays - 9:45am – 12:00pm, 1:00pm – 2:30pm

**Effective 8/10/20**

Lititz House ( Monday-Friday):  
 One begins at 1:00pm and the other at 1:45pm.  
 Aspen, Birch, and Cedar Houses:  
 Monday – Friday 9:45am to noon and 1:00pm to 4:00pm  
 Saturday 9:45am to noon and 1:00pm to 2:30pm

**37. DESCRIBE HOW SCHEDULING VISITORS WILL OCCUR**

To ensure compliance with regulatory guidelines and infection control procedures, all visitations are by appointment. Visits can be schedule by calling (717) 509-5409 or emailing [familyconnection@landishomes.org](mailto:familyconnection@landishomes.org)

**38. DESCRIBE HOW VISITATION AREA(S) WILL BE SANITIZED BETWEEN EACH VISIT**

The visitation area will be cleaned with an EPA-registered disinfectant before and after each visit.

**39. WHAT IS THE ALLOWABLE NUMBER OF VISITORS PER RESIDENT BASED ON THE CAPABILITY TO MAINTAIN SOCIAL DISTANCING AND INFECTION CONTROL?**

To promote appropriate physical distancing and infection control prevention strategies, visits are limited to 3 visitors per session. Children are permitted to visit provided they are able to maintain physical distancing and infection control prevention strategies. Children under 13 must be accompanied by an adult. Failure of any visitor to maintain physical distancing or established infection control prevention strategies may result in immediate termination of the current visit and modification of future visits up to and including loss of visiting sessions.

**40. DESCRIBE THE ORDER IN WHICH SCHEDULED VISITS WILL BE PRIORITIZED**

Visits are scheduled on a first come – first served basis. Individual residents psychosocial needs will be considered when scheduling additional visits as able.

**41. DESCRIBE HOW THE FACILITY WILL DETERMINE THOSE RESIDENTS WHO CAN SAFELY ACCEPT VISITORS AT STEP 2 (CONSIDERING SUCH SAFETY FACTORS AS EXPOSURE TO OUTDOOR WEATHER AND TRANSPORTING RESIDENT TO VISITOR LOCATION)**

**STEP 2**  
 Landis Homes will establish a collaborative IDT approach when determining if individual resident can safely participate in indoor and/or outdoor visits. Residents in transmission-based precautions for any condition are excluded from visitation, unless otherwise deemed appropriate by the medical provider. If there is rain, snow, or other hazardous weather the visits will be held indoors. If the temperature is over 85 degrees, under 65 degrees, and/or if the resident is not comfortable with the outdoor temperature the visit will be held indoors. Visitors will be escorted to the indoors by a staff member.

**VISITATION PLAN**

	<p><b>42. DESCRIBE THE OUTDOOR VISITATION SPACE FOR STEP 2 TO INCLUDE THE COVERAGE FOR SEVERE WEATHER, THE ENTRANCE, AND THE ROUTE TO ACCESS THE SPACE</b></p> <p>Landis Homes has designated three areas for outside visits, one located outside of the Personal Care entrance, one outside of the Birch/Crossings entrance, and one outside of Lititz house (SDU). Tents will be available to provide shade and protection from unexpected inclement weather. Signage will be posted to direct visitors to the visit locations and reminders of infection control prevention strategies. Effective 8/26/2020 the location of the Personal Care entrance for visitation will be changed to the Train Courtyard.</p>
	<p><b>43. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING OUTDOOR VISITS</b></p> <p>An eight-foot-long table will be placed in the middle of a 10x10 pop up tent. The resident will be seated at one end of the table and the visitor(s) will be seated at the other end. Signage will remind visitors of proper spacing. Tables will provide a physical barrier. A team member or volunteer will be present or within view of visitation to intervene, if necessary.</p>
	<p><b>44. DESCRIBE THE INDOOR VISITATION SPACE THAT WILL BE USED IN THE EVENT OF EXCESSIVELY SEVERE WEATHER TO INCLUDE THE ENTRANCE AND THE ROUTE TO ACCESS THE SPACE</b></p> <p>Indoor visitation will occur inside of the Crossings/Birch parking lot , the Aspen Quilt room &amp; Adult Day Services Eden East.</p>
	<p><b>45. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING INDOOR VISITS</b></p> <p>Six-foot distance will be maintained with furniture placement and signage.</p>
<b>STEP 3</b>	<p><b>46. DESCRIBE HOW THE FACILITY WILL DETERMINE THOSE RESIDENTS WHO CAN SAFELY ACCEPT VISITORS AT STEP 3 (CONSIDERING SUCH SAFETY FACTORS AS TRANSPORTING RESIDENT TO VISITOR LOCATION)</b></p> <p>Safety of visits for step 3 will be determined in the same manner as identified in step 2.</p>
	<p><b>47. WILL OUTDOOR VISITATION BE UTILIZED AT STEP 3? IF NO, SKIP TO QUESTION #52</b></p> <p>Yes</p>
	<p><b>48. DESCRIBE THE OUTDOOR VISITATION SPACE FOR STEP 3 TO INCLUDE THE COVERAGE FOR SEVERE WEATHER, THE ENTRANCE, AND THE ROUTE TO ACCESS THE SPACE (IF THE SAME AS STEP 2, ENTER "SAME")</b></p> <p>Same</p>
	<p><b>49. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING OUTDOOR VISITS (IF THE SAME AS STEP 2, ENTER "SAME")</b></p> <p>Same</p>
	<p><b>50. DESCRIBE THE INDOOR VISITATION SPACE THAT WILL BE USED TO INCLUDE THE ENTRANCE AND THE ROUTE TO ACCESS THE SPACE (IF THE SAME AS STEP 2, ENTER "SAME")</b></p> <p>Same</p>
	<p><b>51. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING INDOOR VISITS (IF THE SAME AS STEP 2, ENTER "SAME")</b></p> <p>Same</p>
	<p><b>52. FOR THOSE RESIDENTS UNABLE TO BE TRANSPORTED TO THE DESIGNATED VISITATION AREA, DESCRIBE THE INFECTION CONTROL PRECAUTIONS THAT WILL BE PUT IN PLACE TO ALLOW VISITATION IN THE RESIDENT'S ROOM</b></p> <p>Visitors will screen at Dogwood Screening Station, sanitize hands, and be provided a mask, gown and gloves. A chair will placed inside the entryway to the resident room and a team member will oversee the visit and reiterate the need for appropriate social distancing.</p>

**VOLUNTEERS**

In Step 2, volunteers are allowed only for the purpose of assisting with outdoor visitation protocols and may only conduct volunteer duties with residents unexposed to COVID-19. In Step 3, all volunteer duties may be conducted, but only with residents unexposed to COVID-19. Screening, social distancing, and additional precautions including hand hygiene and universal masking are required for volunteers.

**53. DESCRIBE INFECTION CONTROL PRECAUTIONS ESTABLISHED FOR VOLUNTEERS, INCLUDING MEASURES PLANNED TO ENSURE VOLUNTEERS DO NOT COME INTO CONTACT WITH RESIDENTS EXPOSED TO COVID-19**

Volunteers will screen at the Dogwood Screening Station, collect a mask, and perform hand hygiene. Volunteers will be educated on the risk of volunteering in Personal Care, signs and symptoms of COVID-19, actions to take if they develop symptoms consistent with COVID-19 and the requirement to wear a mask per Landis Homes protocol. The Volunteer Service office will coordinate volunteer assignments and is responsible to modify assignments if resident status changes.

**54. DESCRIBE THE DUTIES TO BE PERFORMED BY VOLUNTEERS DURING STEP 2**

Volunteers will be limited to assisting with outdoor visitation, including monitoring and ensuring physical distancing and infection control precautions are followed and sanitizing visitation areas between visits.



\_\_\_\_\_  
SIGNATURE OF ADMINISTRATOR

\_\_\_\_\_  
DATE