



## **Phase I Re-Opening of The Arc Recreation Center & Sparc: a creative place**

*Guidance for reopening non-residential congregate settings at The Arc of Anchorage*

### **Check-In Process**

All staff will check in at our main entrance Door A for employee screening. Participants attending classes will enter in at Door B (Recreation Center entrance). We ask that drivers wait to leave campus until after the screening process is complete. Upon entering the building, please stand in line 6 feet apart while waiting to be checked in. The floor will be marked with large black X marks 6 feet apart to indicate where to stand when waiting in line to enter the building. Chairs will be available for those unable to stand for long periods of time.

Designated staff will conduct and document a health screening for each participant who enters through Door B (everyone else will be redirected to entrance A for health screening and contact tracing). Screening will be documented on the daily screening log.

### **Screening for Symptoms Of COVID-19 and Risk Factors for Infection**

- Check temperature.
- Review Individual Risk Assessment Questions.
- Ask everyone to use hand sanitizer before entering the multi-purpose room (MPR).
- Individual will then be checked in on the POD (used for participant contact tracing, if applicable).
- All staff and visitors are expected to wear a cloth face covering or facemask at all times.
- All participants should wear a cloth face covering or facemask, if tolerated.
  - Cloth face coverings and facemasks should be worn so they cover both the nose and mouth.
  - Cloth face coverings should not be placed on anyone who has trouble breathing, or anyone who is unconscious, incapacitated, or otherwise unable to remove the mask.
  - Masks will be provided to visitors, participants, and staff if they do not have one.

### *Individual Risk Assessment questions:*

1. Have you recently traveled out of state? Travelers should follow State of Alaska mandates on post-travel quarantine.
2. Have you been in close contact with someone with COVID-19? Household contact in particular increases the risk of transmission.
3. Do you have any symptoms of COVID-19 (cough, shortness of breath or difficulty breathing or a sore throat)?

## **What are the symptoms of COVID-19?**

Scientists are still learning more about COVID-19 and its symptoms. *Symptoms can include:*

- Fever (feeling feverish OR temperature of 100.4 degrees F or 38 degrees C or greater)
- Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Individuals with symptoms compatible with COVID-19 or with risk factors for infection upon arrival will be asked to leave immediately. Those who experience symptoms during class will be escorted to our designated isolation area until their transportation arrives. Individuals with symptoms will be urged to contact a health care provider and seek testing.

Following the completion of the health screening, participants will be assisted in placing their personal belongings in their designated space/cubicle followed by washing their hands or using hand sanitizer.

## **Isolation Area**

Individuals with symptoms compatible with COVID-19 or with risk factors for infection will be prevented from entering the facility. When participants show signs of COVID while on campus, designated staff will immediately escort them to the isolation room to wait until their transportation arrives.

Staff will wear appropriate PPE while in the isolation room. The isolation room will be sanitized following each use. A tracking sheet will be posted on a clip board in the room to track cleaning and sanitation of the area.

## Class Expectations

- Each class will begin and end with all staff and participants washing hands.
- Participants and staff should avoid all medically unnecessary physical contact and should maintain at least 6 feet of distance from others.
- Classes will consist of no more than 10 including participants and staff.
- Classes will be provided outside when possible.
- Physical exertion and singing may increase the risk of COVID-19 transmission. These activities will be done outside whenever possible.

## Transportation

- Vans will be sanitized before and after each use.
- Staff and participants will be spaced out for safety. No more than one person per row of seats.
- Designated staff will have sanitizer on hand when facilitating groups off campus.

## Sanitation Measures

- Staff will provide participants with instructions on hygiene and cough etiquette. Instructions include how to use facemasks, how to use tissues to cover nose and mouth when coughing or sneezing, how to dispose of tissues and contaminated items in waste receptacles, and how and when to perform hand hygiene. Participants will be taught that, if no tissues are available, they should cough into the bend in their elbow and wash their hands with soap and water afterwards. Participants will also be encouraged to avoid touching their eyes, nose, and mouth with unwashed hands.
- Posters from CDC designed to educate about COVID-19 and good hygiene practices are posted around the building.
- Hand sanitizer will be available at the entrance and in every room of The Center.
  - Participants and staff are expected to wash hands while at The Arc. Times to wash hands include (but are not limited to) immediately after entering the facility; before eating; before, during, and after food preparation; and after using the toilet. Staff will wash hands in between any direct contact with participants and encourage participants to do the same.
- Clean high-touch surfaces in the facility multiple times per day. Examples of high-touch surfaces include doorknobs, light switches, handrails, kitchen appliances, counters, drawer pulls, tables, sinks, faucet and toilet handles, drinking fountains, elevator buttons, push plates, phones, keys and remote controls. Recreation equipment such as art supplies, games and sports equipment will also be cleaned. Shared participant care equipment will be cleaned after each use.
- Safety glasses are available upon request.

## Staffing Ratio's per group

### Scenario 1

- 1 1:1's
- 6 group
- 3 staff

### Scenario 2

- 2 1:1's
- 5 group
- 3 staff

### Scenario 3

- 3 1:1's
- 3 group
- 4 staff

### Scenario 4

- 5 1:1's
- 5 Staff

### Scenario 5

- 8 group
- 2 staff

*This plan is subject to change based on CDC, state, and federal guidelines. Guidance measures will be provided to participants prior to returning to non-residential congregate settings.*