



Pandemic Emergency Plan

21 Danforth St. Hoosick Falls, NY 12090

Pandemic Communication Plan

The love and support of family and friends can be very important to the healing process. At this time, however, risks associated with COVID-19 require that visitation be limited, therefore CNR is committed to keeping loved ones safe and families informed.

Communication Methods Include:

During a pandemic the facility will make available electronic devices to allow for regular communication between residents and families/resident representatives as well as to keep families informed. Communication Methods include:

- CNR Website: <https://nursingandrehab.org/> includes link to the following websites:
 - SVHC Updates
 - CDC Updates
 - NYSDOH Update
- Family Mailings with flyers and updates
- Handouts to families during approved visitation
- Family Phone Calls/Face Timing/Skype

Visitation Guidelines:

All visitation is determined by NYSDOH and CMS Guidelines. Visitation may be paused at any time.

Outdoor Visits:

Upon arrival to the facility:

- Each visitor will utilize hand sanitizer upon arrival.
- Each visitor needs to be screened with temp/questionnaire.
- Then each visitor needs to be provided with appropriate protective equipment:
 - Mask
- Then once ready visitors need to be walked around the outside of the building for deck visits.
- All outdoor visits must be supervised at all times and visitors are to remain wearing their masks at all times and maintain a 6 ft. distance from the resident at all times.
- Resident needs to be wearing a mask at all times during the visit.
- Residents and family members may not eat during visits, mask must be worn at all times.
- All out door visits will be conducted on the facilities back patio.
- Only 2 visitors per family visit.
- All visitors have a 30 minute visit scheduled (to schedule a longer visit please contact Resident Services).

Scheduling Visits/Phone Calls:

- We continue to see more and more family communications occurring. In order to accommodate all families while maintaining the safety of our residents we request that families and loved ones schedule their communications to the best of their ability.
- Please call the following number: (518) 603-6190 to schedule your phone call, window visit, or outdoor visit. At times, we may have to adjust times to accommodate all families safely.

- If you have any questions in regards to resident, communications please contact Resident Services.

Communication plan upon positive case in the facility:

Residents and representatives will be informed within 12 hours of the occurrence of a single confirmed infection of COVID-19 5.

- Updates to residents and their representatives must be provided weekly, or each subsequent time a confirmed infection of COVID-19 is identified within 12 hours.
 - Diagnosed residents family will be updated at minimum daily and upon a change in condition
 - Communication to family at no cost, via remote videoconference or equivalent communication method.
 - Notify families weekly of all pandemic related infections and deaths at the facility of patient who pass away for other reason other than such infections

Communication to Stakeholders:

During a pandemic the facility will contact staff, vendors, and other relevant stakeholders such as board of directors on policies and procedures in place to minimize exposure risks to residents. Communication methods include:

- Letters, Emails, Video Conferencing Board Meeting Updates
- Vendors are provided information prior to coming to the facility.

Infection Control Plan

Staff Education on Infection Control Practices:

- CNR conducts infectious disease education annually through Netlearning, upon hire within orientation, and as needed.
- Infection control signage will be placed throughout facility continuing to educate staff on:
 - Appropriate Mask Etiquette
 - Hand washing
 - Temperature Screening Upon Arrival

Infection Control Policies and Procedures:

CNR will maintain, review, revise and enforce infection prevention, control, and reporting policies. These policies include but are not limited to the following:

- Policy Number: 6821 Cleaning Corridors, Elevators and Stairways-CNR
- Procedure ID: 6822 Cleaning Disinfecting of Computers Tablets Procedure-CNR
- Procedure ID: 6837 Cleaning Linen Storage Carts Procedure-CNR
- Procedure ID: 6823 Cleaning of Non-Critical Items-CNR
- Policy Number: 6824 Cleaning Portable Commodes and IV Poles-CNR
- Policy Number: 6825 Cleaning Procedure for Infectious Waste and Trash Removal-CNR

- Procedure ID: 6826 Cleaning Resident Patient Room Procedure-CNR
- Procedure ID: 6272 Department Equipment Cleaning-CNR Housekeeping
- Procedure ID: 6270 Precaution Room Cleaning Procedure-CNR Housekeeping
- Procedure ID: 6269 Room Cleaning-Routine Resident, Ancillary, and Discharge-CNR Housekeeping
- Policy ID: 6741 Infection Prevention and Control Program
- Policy ID: 6936 Coronavirus (COVID-19) Policy-CNR Infection Control

The facility will maintain, review, revise, and enforce the following policy on Infectious Waste and Trash Removal:

- Policy ID: 6825 Cleaning Procedure for Infectious Waste and Trash Removal.

Infection Control Plan for Admission/Readmission and Cohorting:

During a pandemic the facility will follow specific guidance from NYSDOH and CMS to meet admission/readmission and cohorting guidelines:

Admission/Readmission:

- Residents will receive a negative COVID-19 test prior to admission to the facility.
- New admissions/readmissions will be placed on isolation for sign and symptoms of pandemic-related infection.
- New admissions/readmission will be cohorted together in one area (hallway or unit as applicable).
- In accordance with NYSDOH and Federal Bed-Hold requirements the facility will assure to hold a current residents bed for readmission when the following occur:
 - The facility can safely accommodate resident's readmission needs.
 - There is an appropriate bed available within cohorting area for isolation for 14 days before returning to room.
 - Facility current Bed-hold policy following NYSDOH and Federal Guidelines is provided to resident and/or resident representative.

Additional Cohort Plan:

- In the event of infection within in facility establish isolation and drop-let precautions. Drop-let precautions will be conducted facility-wide.
- Reference Job Aid: 6937 Coronavirus (COVID-19) Phase 1

Social Distancing Measures:

- Per CMS guidelines suspend all communal dining and group activities throughout facility.
- Reference NYS Forward Safety Plan

Communicable Disease Reporting and Updates:

The Administrator, Assistant Administrator, Director of Nursing, and Infection Prevention Nurse will maintain facility reporting practices in regards to communicable disease.

- These individuals will have access to NYS Health Commerce to report on the following:
 - Nosocomial Outbreak Reporting Application (NORA)

- HERDS surveys
- The facility will regularly ensure to remain informed on pandemic related activity through the following:
 - DAL from NYS
 - NYSDOH Updates
 - CMS Updates
 - CDC Updates
 - Leading Age Conferences

Staff and Resident Screening and Testing:

CNR follows NYS executive orders and CMS guidelines for testing employees and residents. CNR works with QUEST Laboratory Services.

- Maintain records of Staff and Resident Tests
- Develop Line List for residents and staff.

Resident and Staff Screening:

- CNR staff will complete a Screening Questionnaire/Temperature Check upon arrival to the facility as well as any reentry throughout the day.
- CNR residents will be monitored for any respiratory symptoms

Personal Protective Equipment:

CNR will maintain at least a 2-month supply (60 day supply) of personal protective equipment. The facility will dedicate a specific storage locations for the emergency supply. The facility will maintain an emergency PPE supply in accordance with NYS Executive Orders and/or NYS regulations governing PPE supply requirements executed during a specific disease or pandemic. PPE supply include but is not limited to the following:

- N95 respirators
- Face Shields
- Eye Protection
- Gowns/Isolation Gowns
- Gloves
- Masks
- Sanitizer and Disinfectants (meeting EPA Guidance current at the time of the pandemic)

CNR will work with vendors/suppliers to maintain the appropriate emergency PPE supply. CNR will contact sister facility and affiliate SVMC for assistance in obtaining supplies should the facility supply become compromised. CNR will update emergency supply as changes in burn rate may fluctuate base upon census and any pandemic related activity within the facility.

Emergency Preparedness Plan:

CNR management will maintain Emergency Linen, Food, and Water supply per CMS and NYSDOH guidelines. CNR nursing will work with Pharmacy (PharMerica) to maintain sufficient supply of medication.

- Policy ID: 6345 Emergency Preparedness Plan General Information

Recovery Plan

The Center for Nursing and Rehabilitation will continue to follow CMS and NYSDOH guidance on pandemic related regulation and requirements. CNR will develop plans/processes based on NYSDOH and CMS recovery guidance regarding how when, which activities/procedures/restrictions may be eliminated, restored and the timing of when those changes may be executed. The facility will communicate any activities related to recovery/return to normal operations with staff, residents and/or resident representatives, and other stakeholders.

Pandemic Emergency Plan Additional Information

- Any policies within PEP can be reviewed upon request.
- PEP is subject to change