



March 3, 2020

Dear family member,

We are all reading and hearing about the outbreak of the Coronavirus. I want you to know that we are monitoring the CDC and New Jersey Department of Health on an ongoing basis and also receiving updates and information from our State and national associations. We have also thoroughly reviewed our existing policies regarding outbreaks to ensure that we are all well versed in protocols and precautions.

Our most important concern is the welfare of our elders. We have placed signs at the entrances to both campuses asking anyone with respiratory symptoms not to enter the building. We are also carefully monitoring the health of our employees as well and asking anyone with any symptoms to use their sick leave and not be in our facilities.

We have hand sanitizers available around the buildings and are also reviewing hand washing with our staff on an ongoing basis. As healthcare professionals, handwashing is always important and takes on even more emphasis at this time.

We have also redoubled the sanitizing activities within the buildings and our Housekeeping staff are frequently wiping down public surfaces and other "high touch" areas with disinfecting products. We have inventoried our supplies of protective equipment to ensure that such items are available if the need arises.

As with any respiratory issue, or suspected flu, an elder showing symptoms will be asked to stay in their room or apartment as much as possible and to use a surgical mask if there is a need for them to leave that area. Staff will, of course, follow proper precautions in that circumstance as well.

We have a team that is working closely on this issue, including our medical director, Dr. Harvey Gross, and we are in ongoing conversation with our hospital partners to ensure an ongoing flow of communication.

If you are not feeling well, please do not visit your loved one until you have recovered from your illness. If you have recently traveled to an area that is under travel restriction, please do not visit for a period of 14 days following your return. If you do visit, please be sure to use the hand sanitizer provided when you enter the building and to practice proper handwashing techniques. Soap and water is more effective than hand sanitizer and should be used whenever possible. Be sure that your handwashing is thorough, using a guideline of at least 20 seconds of scrubbing.

Other recommendations that may be useful include avoiding people who are sick, keeping your hands away from your nose and mouth, staying home if you are ill and disinfecting surfaces that are frequently touched.

Here is a link to the CDC website which you might find useful: <https://www.cdc.gov/coronavirus/2019-ncov/healthcare-facilities/prevent-spread-in-long-term-care-facilities.html>. Please feel free to reach out if you have any questions or concerns.

Thank you for your understanding and cooperation with our visiting guidelines.

Sincerely,

Carol Silver Elliott