

Covid – 19 Update

10/5/2020

The following requirements **MUST** be followed:

- 25 people or less in attendance inside the building (remember this when holding in-person meetings as well);
- Wear a face covering (**this is a requirement**) and;
- social distancing is observed. Please remember the space the meeting is being held must allow for social distancing. (Meaning the meetings should be held in locations that allow for 6ft distancing.)
- Hand washing or sanitizer is crucial
- Surface cleaning, I hope to get sanitizing wipes for frequent touched spaces for the time being;
- Staff should continue to self-monitor for symptoms, and fever.
- **Do not come to work if you are not feeling well** monitor your temperature, if it is over 100.4 – you will need to follow CDC guidelines for COVID-19, If you are at work, you will need to leave and call your doctor for further advice.

Non-essential travel outside of our service area is restricted until further notice. Travel inside of our service area as well as in-person meetings may be approved by the appropriate supervisor (remembering state and local restrictions).

The Administrative office will remain closed to the public, with the exception of appointments approved by the appropriate supervisor.

RCS will continue to observe a flexible attendance policy as appropriate and feasible.

Those with underlying health conditions may voice any concerns with their supervisor.

As we have experienced change can occur frequently and quickly. Let's keep communication flowing all the time, as well as support and keep everyone safe through the foreseeable future.

CDC Guidelines should continue to be observed:

Good social distancing, (6ft of distance between one another) as we have been asked to by the federal, state governments, as well as all of our local health departments.

Washing hands frequently for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer.

Avoiding touching your eyes, nose, and mouth with unwashed hands.

Avoiding close contact with people who are sick.

Staying home when sick.

Covering your cough or sneeze with a tissue, then throwing the tissue in the trash.

Cleaning and disinfecting frequently touched objects and surfaces.

I appreciate each and every one of you!

Thank you for all that you do every day!

Krystal