



SUPPORTING PEOPLE WITH
DEVELOPMENTAL DISABILITIES
IN SUSSEX COUNTY



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June 25, 2020

Dear SCARC, Inc. Families and Guardians,

As we enter into week 15 of the COVID-19 Pandemic, I am pleased to report that all individuals who reside in SCARC, Inc. residential programs have been COVID-19 free! Special thanks goes out to our incredible staff who continue to follow CDC and DDD guidelines to provide the best support imaginable. Their commitment to those that we serve has been immeasurable and we are forever grateful for their dedication and devotion.

I am corresponding with you today to provide you with new guidance for **Social Distancing Visits** for immediate family members or legal guardians at our residential facilities. Effective immediately SCARC, Inc. will permit outdoor supervised visitation on SCARC, Inc. properties for all individuals who reside in our residential settings.

Our guidelines for these visits are divided into 4 categories: Scheduling, Pre-Visit, Visitation and Post-Visit activities. Please allow me to give a brief overview of each category. The entire Residential Visitation Protocol was sent with this correspondence for your review as well.

I. Scheduling-

- All visits must be scheduled with the Residential Management team with a minimum of 24 hours' notice prior to the visit. Please confirm with the GH staff time and date for your visit.
- Monday through Friday – 1 visit per day will be scheduled per program. On Saturday, Sunday and Holidays there will be 3 visits per day per program.
- Only 2 visitors may attend per visit. Only immediate family members or legal guardians may attend.
- No pets will be permitted.
- Each visit will be 1 hour in length.
- Due to visits occurring outdoors, visits will be weather permitting.

II. Pre-Visit-

- Visitors will be asked to call the residential program upon their arrival.
- Wearing a mask, you will proceed to the outdoor screening areas where you will be asked to disinfect your hands, take your temperature and complete a screening tool questionnaire for each visitor.
- Visitors will be asked to disinfect the thermometer after use.
- **Visitors must provide their own mask and a pen** to complete the screening tool.
- Once completed, visitors will return to their car and await staff to review information and give approval for or to deny the visit.

III. Visitation-

- Once approved, Visitors will proceed to the outdoor visitation area wearing a mask.
- Visitors and individuals must maintain a 6-foot distance at all times.
- Individuals will be brought out to the visitation area and staff will assure a 6-foot distance is maintained at all times.
- If the 6-foot distance is unable to be maintained, the visit will be ended.
- Maximum time for the visit shall be 1 hour.
- We would prefer no food or drink is consumed during the visit but family or guardians may bring food or beverages and SCARC, Inc. staff will sanitize and have food available for the individual(s) once the visit has ended.
- Family members and or legal guardians will not be permitted to enter the group home for any reason.

IV. Post-Visit-

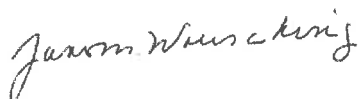
- Family members/guardians will say their good-byes and will return to their vehicles while SCARC, Inc. staff will escort the individual into the group home.
- Individuals will disinfect their hands, shower and put on clean clothing after the visit.
- SCARC, Inc. staff will disinfect all outdoor areas and the check in screening area in preparation for the next visit.

As SCARC, Inc. continues our gradual transition into reopening our services safely for the individuals we serve, we will continue to keep you up to date on further changes in the Visitation Guidelines for you and your loved one. Thank you for entrusting our organization with the care of your loved one during such an unprecedented time. Their health and safety is of our utmost concern.

Should you have any questions or concerns please feel free to contact me at jwoersching@scarc.org, or at 973-383-7442 X253 or 973-670-6472.

Enjoy your visits!

Sincerely,



Janis M. Woersching, COO