



Community, Work & Independence, Inc.

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April 27, 2020

Dear Staff:

We hope this finds you and your families well and managing the changed dynamics we are all facing at this point in time. We wanted to take a moment and provide you an update on what is occurring with our staff in regards to COVID-19.

At this point in time, we are grateful that we have no confirmed cases of COVID-19. We currently have a handful of staff who have been or are being tested, based on symptoms or doctor's recommendations. Thus far, no positive test results have occurred. As we await test results, we observe all of the precautionary measures prescribed by the respective County Public Health Office. Out of an abundance of caution, there have been instances where the County Public Health Office has recommended that an employee remain out of work when still symptomatic, despite a negative test result. This precaution safeguards against the possibility of a false negative test result. We will continue to update staff regarding numbers of individuals and staff tested, and of course, of any positive test results.

In terms of our overall operations in regards to COVID-19, we continue to receive and follow guidance from the local Departments of Health, the Office of People with Developmental Disabilities (OPWDD) and the Governor's office. As you are probably well aware, our list of precautions includes, but is not limited to the following:

1. We have received multiple shipments of PPE to have available in case of any confirmed cases.
2. We have instituted a no visitor policy at our residences.
3. We are limiting the number of different staff working at each house.
4. All staff are wearing masks when working in the residences and masks are provided to residents.
5. We are conducting daily temperature checks of the residents and staff.
6. We continue to implement universal pre-cautions, including a regular schedule of disinfecting highly used surfaces.
7. Our Senior Team conducts daily conference calls to debrief on the latest information and guidance related to this crisis, and to ensure our preventative and responsive measures are up to the minute.

We thank you all for your ongoing dedication to supporting our individuals during this crisis, by offering to work shifts at our residential sites, by taking on duties that might not be within your usual purview, and by observing social distancing and using masks when in close proximity. There are many wonderful moments and activities occurring at CWI during this crisis and we truly appreciate all of your efforts. We encourage you to check out pictures and updates on our CWI Facebook page!

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www.cwinc.org

Please feel free to contact us with any questions/concerns: Dan Juidiciani, Division Director of Residential Services at 518 793-4700, ext. 12142 or Noel Granger, Division Director of Day Services at 518 793-4700, ext. 12114. We are looking forward to the time when everyone can resume their regular schedules and outings, but until such time, please know that the safety and welfare of the individuals we serve continues to be our top priority.

Sincerely,

Mark Donahue

Mark Donahue
President/CEO