



Opportunity Acres

COVID-19 Protection Plan

Knowledge and Compliance

This plan was developed after consultation with the El Dorado County Public Health Officer, reference to guidelines from the CDC, and California Department of Public Health.

In determining the plan of action within, Opportunity Acres strove to balance issues including the local prevalence rate (i.e., risk) of the virus, impacts on the participants and employees experience and impacts on home and work life.

The plans contained within this document have been developed with the goal of reopening our facility using the following points of reference as guiding considerations:

1. Protecting the health and safety of participants, employees, and the community is the primary goal of the plan.
2. The manner and/or degree to which CDPH safety guidance is followed will be informed by the local prevalence rate/risk of COVID-19 balanced with practical considerations such as its effect on participant learning and well-being, impacts on employees, facility constraints, and fiscal implications.
3. The Department of Developmental Services and California Department of Public Health (CDPH) guidance served as a primary guide for preventing the spread of COVID-19 in our facility.
4. The Public Health Officer for the El Dorado County Department of Public Health serves as an important consultant and authority for assessing the risk of COVID-19 transmission in our community and facility.
5. In the event the prevalence rate of COVID-19 increases within our community and/or COVID-19 emerges on our facility, Opportunity Acres, in consultation with the County Public Health, will consider modification of the plan.

Individual Control Measures & Screening

1. All employees and participants' temperatures will be measured via infrared thermometer, in the morning (e.g., pick up or drop off). Per the instructions of the infrared thermometer, 0.5 degrees will be added and subtracted (e.g., thermometer says 97.1, the range is 96.6-97.6) and notated.
2. Participants transported by Opportunity Acres will have their temperatures measured prior to entering the vehicle. Those on alternative transportation or transported by caregivers will have their temperature measured prior to entering the facility.
3. Any pre-existing conditions require a note from your participants practitioner to be placed in their file.
4. Employees, participants, and/or caregivers will answer the same risk assessment questions about symptoms of COVID-19, their travel, and exposure to others with COVID-19. The questions are as follows:
 - a. *Did you give your participant any fever reducing medication this morning?*
 - b. *Has your participant experienced any of the following symptoms in the past 48 hours: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea?*
 - c. *Within the past 14 days, have you been in close physical contact (6 feet or closer for at least 15 minutes) with a person who is known to have laboratory-confirmed COVID-19 or with anyone who has any symptoms consistent with COVID-19?*
 - d. *Are you isolating or quarantining because you may have been exposed to a person with COVID-19 or are worried that you may be sick with COVID-19?*
 - e. *Are you currently waiting on the results of a COVID-19 test?*
5. Any confirmed cases of COVID-19 will be immediately reported to the El Dorado County of Public Health.
6. Hand sanitizer will be available in all buildings of the facility.
7. Plastic face shields will be available for all employees and participants. Disposable, non-surgical masks will be available as well for all employees and participants.
8. All employees and service providers are required to wear face coverings.
9. Employees will provide developmentally appropriate instruction and a schedule to participants regarding the hygiene practices necessary to stop the spread of COVID-19.
10. Employees will ensure all participants use hand sanitizer or wash with soap and water whenever entering and leaving a building.
11. Participants shall be taught and prompted to wash their hands using hand sanitizer or soap and water prior to eating, after coughing or sneezing, and before and after using the restroom.
12. All employees and service providers will model healthy hygiene practices for participants including washing hands or using hand sanitizer when entering buildings.
13. Participants will be encouraged to use face coverings in buildings. Face covering are most essential when physical distancing of 6-feet is not practicable.
14. All participants will be encouraged to bring a water bottle that can be filled, by employees (while wearing a fresh glove), at water jugs in each building.

15. All visitors (essential service providers ONLY) entering school building are required to wear a face covering, have their temperature taken, and are to answer the risk assessment questions. NO TOURS WILL BE GIVEN IN PERSON. Caregivers interested in future placement will be provided a virtual tour.
16. Anyone with symptoms of COVID-19 will be isolated to the Clinical Directors office away from other participants and staff, until pick up.
17. Any individual that requires isolation shall wear face coverings as they wait to be transported to home or to a hospital.
18. Caregivers are required to immediately (within an hour) pick up their participants who are displaying COVID-19 symptoms.
19. Out of an abundance of caution, Opportunity Acres is requesting that caregivers keep participants home for 48 hours after the participant has had a fever. If the fever is suspected to be or is associated with COVID-19, then the CDC criteria will be implemented.
20. Per CDC criteria to discontinue home isolation, participants and employees that have or suspect they have COVID-19 should stay home for 3 days with no fever, symptoms have improved, and 10 days since symptoms first appeared.
21. Per CCLD recommendations, 25% of Opportunity Acres staff are tested every 7 days. Upon hire or prior to returning to campus all staff MUST have completed a COVID-19 with a negative result. Those who are asymptomatic with a negative result will be provided an opportunity to complete work from home through implementation of our Alternative Services with participants at home.

Communication

1. In the presence of a possible COVID-19 exposure incident, the following notification steps will occur:
 - a. *Exposure Notices will be provided via email, mail, phone call and/or text to all staff, caregivers, participants, and service providers.*
 - b. *Alta California Regional Center will be notified.*
 - c. *Our LPA at CDSS will be notified.*
 - d. *The El Dorado Public Health Department will be contacted.*

Staff Shortages

1. Planning teams will be notified in advance that there may be instances in which their previous Alternative Service Models (ASM) may need to be implemented at home if there is a need to quarantine or there is a shortage of staffing due to COVID-19 pandemic situations or are incapacitated for any reason.
2. To minimize outbreaks, staff and participants will be in groupings called cohorts throughout the day so it is known who they are with if a positive test or positive symptom is reported.
3. If a staff member or participant has a positive test, the other members in that cohort will be confidentially notified of their exposure. Those individuals will be provided the choice to remain in quarantine for the full time (e.g., 14 days) to ensure they do not expose anyone else or have a COVID-19 test showing they are negative.
4. During quarantined times or in the event this results in reduced staffing to our participants, the impacted clients will have the opportunity to receive ASM services if they choose. Other clients will be notified that there was a positive test result and the steps taken for transparency.

5. Opportunity Acres may contact its sister company Advance Kids, Inc. to access additional staff in the presence of a shortage. Scheduling Department, 916-363-6103, 9755 Lincoln Village Drive, Sacramento, CA 95827

Employee Training

1. Opportunity Acres will provide information on COVID-19, preventing spread, and who is especially vulnerable, utilizing CDC and CDPH guidelines.
2. The Opportunity Acres management team will frequently (i.e., a minimum of weekly) review and stay current on information, recommendations and guidance, including screening questions, posted on the CDC's and California Department of Public Health's (CDPH) websites and guidelines.
3. The Opportunity Acres management team will provide employee training on the procedures and responsibilities associated with this protection plan.
4. Employees will be encouraged to complete self-screening at home, including temperature and/or symptom checks using CDC guidelines.
5. The Opportunity Acres management team will provide guidance of when to seek medical attention.
6. The Opportunity Acres management will provide guidance to employees with regards to training participants about the importance of hand washing.
7. The Opportunity Acres management will provide guidance to employees with regards to the importance of physical distancing, both at work and off work time.
8. The Opportunity Acres management will provide guidance to employees with regards to appropriate use of Personal Protective Equipment (PPE).

Participant Training

1. Opportunity Acres will provide participants and caregivers information on COVID-19, preventing spread, and who is especially vulnerable, based on the CDC's and California Department of Public Health's (CDPH) websites and guidelines.
2. Opportunity Acres and the planning team will meet and discuss changes in services and procedures associated with this protection plan.
3. The Opportunity Acres management team and employees will guide participants through screening procedures for COVID-19.
4. The Opportunity Acres management team and employees will guide participants when to seek medical attention.
5. The Opportunity Acres management team and employees will guide participants through the importance of hand washing and how to do it properly, including the implementation of structured hand washing schedules, visual cues, and task analysis'.
6. The Opportunity Acres management team and employees will guide participants through the importance of physical distancing and how to do it properly.
7. The Opportunity Acres management team and employees will guide participants through the importance of face masks/covers and how to wear them properly.

Signage and Distribution

1. Opportunity Acres maintains signage at least one entrance in each building of the facility to inform employee and participants of the following:
 - a. Do not enter the facility if you have COVID-19 symptoms
 - b. Employee, participants and visitors must be screened prior to entering the facility
 - c. Maintain a minimum of six-foot distance from others
 - d. Sneeze and cough into a cloth or tissue, or if not available, into your elbow
 - e. Do not shake hands or engage in any unnecessary physical contact
2. Opportunity Acres maintains signage at appropriate locations throughout the facility to remind people to maintain social distance.
3. Opportunity Acres will post a copy of this verified Protection Plan at least one entrance in each building of the facility where employee, participants and visitors can easily view it.
4. Opportunity Acres will assure training and communication with participants, care givers, and employee on this protection plan, including signature verification, when applicable.

Cleaning and Disinfecting Protocols

1. Opportunity Acres employees will perform thorough (e.g., immediately disinfecting surfaces after being used) cleaning in high traffic areas.
2. Opportunity Acres employees will frequently disinfect commonly used surfaces and personal work areas with disinfecting solutions provided, logged daily upon completion.
3. Opportunity Acres employees will limit access, clean, and sanitize shared equipment between each use.
4. Opportunity Acres clean touchable surfaces between shifts or between users, whichever is more frequent.
 - a. Equip shared spaces with proper sanitation products, including hand sanitizer and sanitizing wipes and ensure availability.
 - b. Number of hand sanitizing stations throughout the program site: a minimum of 6
 - c. Provide disposable gloves to workers using cleaners and disinfectants if required. Consider gloves a supplement to frequent hand washing for other cleaning tasks such as handling commonly touched items or conducting symptom screening. Gloves are stored: In cabinets within each building
 - d. Supplies are available to all at the following location(s): In the laundry room of the ranch house and the garage.
5. Opportunity Acres ensures that restroom facilities are sanitized between use and stay operational and stocked at all times. At a minimum, bathrooms will be disinfected on the following schedule: Prior to the arrival of participants and employee, after meal break, and after participants have left the facility.
6. Opportunity Acres uses products approved for use against COVID-19 on the [EPA-approved list](#) and follow product instructions and Cal/OSHA requirements.
7. Opportunity Acres will provide time for participants and employees to implement cleaning practices before and after shifts and consider third-party cleaning companies.

8. Opportunity Acres will install hands-free devices if possible.
9. Opportunity Acres will consider upgrades to improve air filtration and ventilation.

Physical Distancing Guidelines

1. In order to allow adequate social distancing (6 feet minimum) at all times and comply with any occupancy limitations in public health orders, Opportunity Acres will limit the number of people at any one time to:
 - a. For LIMITED RE-ENTRY: 9 participants, 16 employees*
 - b. For PARTIAL RE-ENTRY: 15 participants, 16 employees
 - c. For FULL RE-ENTRY: 30 participants, 16 employees
2. The Opportunity Acres management team will ensure that the maximum number of occupants is not exceeded and that all occupants are complying with the provisions of this plan.
3. Opportunity Acres management team will implement measures to physically separate participants and employees by at least six feet using measures such as physical partitions or visual cues (e.g., floor markings, colored tape, or signs to indicate to where workers should stand).
4. Opportunity Acres will reconfigure program rooms and decrease maximum capacity for conference and meeting areas, if applicable.
 - a. Post new room capacities on each door.
 - b. Provide updated program floorplan and post along with this plan.
5. Opportunity Acres will reconfigure common areas and provide alternative where physical distancing can be practiced, if applicable.
6. Opportunity Acres will discontinue in-person meetings, all meetings will be held via phone or video conference.
7. Opportunity Acres will utilize a variety of service delivery modalities, as determined by the Interdisciplinary Team, to limit the number of participants and employee at the program at one time, such as teleservice or community-based activities.

*This represents to total number of employees on the campus, which resides two programs, an NPS and Licensed Day Program

TRANSPORTATION SERVICES

Signage and Distribution

1. Opportunity Acres will post signage within the entrance of each vehicle to inform employee and participants of the following:
 - a. Do not enter the vehicle if you have COVID-19 symptoms
 - b. Employee and participants must be screened prior to entering the vehicle
 - c. Sneeze and cough into a cloth or tissue, or if not available, into your elbow
 - d. Do not shake hands or engage in any unnecessary physical contact
2. Opportunity Acres will post signage within the entrance of the vehicle to specify the maximum passenger capacity to maintain adequate physical distancing.
3. Opportunity Acres will maintain a copy of this verified Protection Plan within the vehicle.

Cleaning and Disinfecting Protocols

1. Opportunity Acres transportation employees will clean touchable surfaces between shifts or between users, whichever is more frequent.
2. Adequate supplies are available in vehicles to support health hygiene behavior for employee and participants, including hand sanitizer, tissues, and trash receptacles.
3. Adequate supplies are available in vehicles to support cleaning and disinfecting protocols. Supplies may be replenished at the following location(s): In the laundry room of the ranch house or the garage
4. Use products approved for use against COVID-19 on the EPA-approved list and follow product instructions and Cal/OSHA requirements.
5. Opportunity Acres will provide time for employees to implement cleaning practices and consider intermittent use of third-party cleaning companies.
6. Opportunity Acres, to the extent possible, remove, replace, or cover surfaces within the vehicle that cannot be adequately disinfected.

Physical Distancing Guidelines

1. Opportunity Acres transportation employees will eliminate the use of the front passenger seat.
2. Opportunity Acres will implement measures to physically separate driver and passengers and clearly label designated seating.
3. If possible, Opportunity Acres will designate vehicle entrances and exits to reduce congestion during loading and unloading.

Other Guidelines

1. Opportunity Acres transportation employees will avoid unscheduled rides or picking up multiple passengers who would not otherwise be riding together on the same route.

2. Opportunity Acres transportation employees will avoid using the recirculated air option for the vehicle's ventilation during passenger transport; use the vehicle's vents to bring in fresh outside air and/or lower the vehicle windows.
3. The Opportunity Acres management team will train all drivers and passengers to avoid unnecessary contact with surfaces frequently touched such as door frame/handles, windows, seatbelt buckles, steering wheel and other vehicle parts before cleaning and disinfection.

COMMUNITY-BASED INTERVENTION, INCLUDING PUBLIC TRANSPORTATION

Preparation

1. The Opportunity Acres management team will train employees and participants to research known destinations in advance to identify any new protocols that may be relevant.
2. To the extent possible, Opportunity Acres employees will bring supplies or equipment that may be needed in lieu of using public sources.
3. The Opportunity Acres management team will train employee and participants to observe and respond to visual cues and directions to maintain social distancing within business establishments.
4. The Opportunity Acres management team will train employee and participants to recognize and adapt to unsafe situations such as members of the general public failing to maintain social distancing or unsanitary environments.
5. The Opportunity Acres management team will train employee and participants to plan for the use of public transportation with protocols for seat selection, limiting contact with high-touch surfaces and hand sanitization.

Cleaning and Disinfecting Protocols

1. Adequate supplies are packed and carried to support health hygiene behavior for Opportunity Acres employees and participants, including hand sanitizer, tissues, and trash receptacles. Supplies may be replenished at the following location(s): In the laundry room of the ranch house or garage
2. Opportunity Acres employees will provide time to locate and use public hand-washing stations.
3. The Opportunity Acres management team will create and train employees and participants on protocols for disinfection of clothing, equipment and supplies upon return.

Physical Distancing Guidelines

1. To the extent possible, Opportunity Acres employees will avoid environments that are not conducive to physical distancing

Other Guidelines

1. Face masks/covers and other personal protective equipment (PPE) associated with any personal care needs are available. Supplies may be replenished at the following location(s): In the ranch house or garage.
2. Opportunity Acres will create and implement a plan for re-routing to an alternate destination if it is suspected that any participant, including employee, was exposed to COVID-19 or becomes ill during the community activity.

CONTACT INFORMATION AND HOURS OF OPERATION

Owner/Administrator/BCBA: Michelle Wagner, mwagner@oppacres.com, 530-672-9462

Alternative Administrator: Tanya Nalley, tnalley@advancekids.com, 916-955-4088

Clinical Director/BCBA/Infection Control Champion/Lead: Nicole Reed, nreed@oppacres.com, 916-342-3012

Address: 7315 S. Shingle Rd. Shingle Springs, CA 95682

Phone number: 530-672-9462

Hours of Operation: Monday-Friday 8:30am-2:30pm