

Communicable Disease Guidelines and COVID-19 Protocols 2023

ASP takes your safety very seriously and strives to minimize the risk of infection of communicable diseases like COVID-19 to volunteers, families, staff and community members. To this end, we have devised the following guidelines for volunteer hosting activities. All risks cannot be eliminated, and individuals understand they are participating at their own risk.

COMMON SYMPTOMS OF COVID-19 & SOME COMMON COMMUNICABLE INFECTIONS

- Fever or chills
- Cough
- Shortness of or difficulty breathing
- Headache
- Fatigue, muscle/body aches
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea, vomiting or diarrhea

PRESCREENING & PARTICIPATION PREP

- Volunteers are NO LONGER required to submit a self-screening form or test for COVID-19 before participating with ASP. However,
- **Volunteers, staff, and homeowners who are sick, exhibiting symptoms, currently diagnosed with COVID-19, or have not fully recovered from diagnosis cannot participate with ASP and should remain isolated from others.** (If recovering from COVID-19, please follow the procedures for ending isolation on the next page before and while participating with ASP)
- The ASP environment presents a high risk for the spread of infectious disease. Please plan accordingly and follow the recommendations of your healthcare provider for vaccination and prevention measures, especially if you are at high risk for infection.
- All ASP staff will follow the same procedures as volunteers.
- Homeowners are asked to continually self-screen for COVID-19 symptoms. If any resident reports symptoms or diagnosis, ASP will temporarily suspend work on the home until all residents are fully recovered and the worksite is safe for visitors.

BEHAVIOR GUIDELINES TO PREVENT DISEASE SPREAD

- **All volunteers, staff, and homeowners should communicate IMMEDIATELY if they are experiencing any symptoms.**
- Monitor and enforce healthy hygiene habits: Wash hands frequently and properly, Use alcohol-based hand sanitizer often, shower daily, etc.
- If needed, cough or sneeze into a tissue or the sleeve of your arm.
- Do not share food, utensils, drinks, etc.

- Minimize touching your face or other people.
- While in the community, maintain social distancing and mask guidelines observed by the county.
- Remember, ASP volunteers are often guests in a community- please show extra sensitivity to limit the likelihood and perception of spreading illness.
- Volunteer delegated chores are important for maintaining a clean and safe environment for all. Please ensure that chores are completed diligently every day.
- Volunteers should plan to equip their first-aid kits with thermometers, antibacterial wipes, hand sanitizer and face masks in case they are needed.

PERSON-TO PERSON INTERACTION AT ASP

MASKS

- Masks are OPTIONAL for all participants unless:
 - A homeowner requests masks while working in their home.
 - An individual is recovering from COVID-19 diagnosis and is still within the 10-day recovery window.
- Volunteers should be prepared to provide their own CDC approved cloth or disposable masks.
- For the protection of the families we serve, other volunteers, and our staff, volunteers who are unable or unwilling to follow masking protocols when indicated (for any reason) MUST delay their participation with ASP until these measures are no longer in place.

PERSONAL SPACE

- Remain aware that individual comfort levels may vary regarding personal boundaries. Please be respectful and limit close contact with others.
- **ALWAYS obtain permission** for physical touch or hugging.

SLEEPING ARRANGEMENTS



- Please be aware that the sleeping rooms at ASP are communal and there may be any number of individuals in a shared space. Volunteers should arrange beds to allow the most amount of space (and at least 6') between the faces of sleeping individuals.
- Volunteers are encouraged to bring box-fans to assist with air circulation in sleeping rooms. Fans should be arranged to blow air out a door or window if possible.
- Sleep and rest are important for health- please take time for rest and respect "lights out" time for others.

MINIMUM STANDARD

- These guidelines are the minimum for participation with ASP. An individual or group is always welcome to abide by more strict procedures if desired and non-disruptive to ASP's operations.

ON SITE/PROJECT PLANNING

- Staff will communicate COVID-19 protocols, expectations, and procedures to homeowners.
- Interaction with all homeowners should minimize the risk of spread of infection. Homes will receive a classification based on risk or comfort level of the homeowner. A sticker indicating the classification of the home will be placed on the *Family File*. Follow the procedures below based on the classification given to their assigned home:

	The family has requested masks be worn in the home. Masks <u>must</u> be worn indoors and whenever 6' distance cannot be maintained with family members.
	This family is at high risk for infection OR has requested volunteers do not enter the home. Volunteers <u>may NOT enter this home</u> , should maintain 6' distance from family members, and socialize outdoors.

- Work scopes should be planned to have a "good stopping point" EACH DAY in case a group is unable to return for any reason.

IN CASE OF SYMPTOMS OR INFECTION OF COVID-19

- Staff should be notified right away if any individual is exhibiting symptoms or suspects they have been exposed to COVID-19.
- Those individuals should immediately test for COVID-19 with a CDC approved rapid or PCR test.

ISOLATION:

- If an individual tests positive for COVID-19 (with or without symptoms), they must isolate from others for at least 5 days.
- If space is available at the center, the staff will have a dedicated area on campus for temporarily isolating sick individuals from others. Then, off-campus arrangements for isolation and recovery will need to be made by the Trip Coordinators as soon as possible.
- If the patient is under 18, a **parent or guardian must be notified** of their condition and updated on response procedures.
- When in doubt, ASP will assume a positive COVID-19 diagnosis and follow isolation protocols.

ENDING ISOLATION/ "FULLY RECOVERED":

- Isolation may be ended after 5 days have passed from symptom onset or diagnosis and if symptoms are improving (or never developed) and if the individual has been fever-free for 24 hours (without the use of fever-reducing medication).

- If an individual had symptoms and had MODERATE Illness (experienced shortness of breath or had difficulty breathing) isolation should be maintained through **Day 10**.
- If an individual had symptoms and had SEVERE Illness (hospitalized) isolation should be maintained through **Day 10** and after consultation with a doctor.
- After isolation, all cases should wear a mask around others through **Day 10**.

DISINFECT:

AFTER ANY CONFIRMED OR SUSPECTED CASE

- Close off areas used by a sick person and do not use until the area has been cleaned and disinfected by a person wearing appropriate PPE.

TRIP COORDINATOR RESPONSIBILITIES

- Communicate these guidelines to volunteers and reach out to ASP if you have any questions.
- Create a plan of action if a member of your group needs to isolate. It will be the responsibility of each group to safely transport and care for an affected individual. **ASP is unable to take responsibility for volunteers who need to be transported off campus.**
- Consider:
 - Where would you stay if needing to vacate an ASP center?
 - Who would be responsible for those that need to return home and those that continue with ASP?
 - Who can safely travel with the affected individual if needed?
 - What transportation is available?

COMMUNICATION

- Due to the evolving nature of this virus, these procedures are subject to change depending on the circumstances at each center or among changing recommendations from the CDC and/or local or state Health officials. If needed, additional specific field guidelines will be given closer to your time of service.
- ASP will communicate guidelines and procedures via the ASP website, phone, and/or email communication prior to a scheduled trip.
- Field staff will communicate with Trip Coordinators via phone and/or email about any additional or unique procedures/considerations for their specific center.
- Please bring any concerns to the staff so we can address issues quickly and maximize safety.

REFERENCES

- ASP has engaged an advisory council of medical and public health professionals for advice and recommendations on protocols for prevention and response.
- CDC Isolation and Precautions: <https://www.cdc.gov/coronavirus/2019-ncov/your-health/isolation.html>