



ABBOTT HOUSE

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James L. Kaufman, LCSW-R, *President and CEO*

March 11, 2020

Dear Abbott House Parents, Guardians & Foster Parents:

As you know there is a lot of information circulating about the Coronavirus. I wanted to take this opportunity to inform you about the protocols our Agency is taking in this respect. We are and will continue to work with our local health departments and regulatory agencies to ensure that we possess the most current and up to date information to ensure the well-being of our staff, individuals and the children and families we support.

At Abbott House, in consultation with our Medical Director, we are meeting regularly to discuss any new information so that it gets disseminated accordingly. In addition, we are taking the following proactive measures as prescribed by the Department of Health as well as other regulatory organizations such as the Office for People with Developmental Disabilities (OPWDD), Administration for Children's Services (ACS), etc. which include:

- Increased cleaning of frequently-touched surfaces and objects in all of our offices, group homes, vehicles and bathrooms.
- Regular communication with staff regarding Universal Infection Control Precautions.
- Recommending that staff or individuals who are sick to stay home and if necessary to seek the care of a healthcare professional.
- Prior to making a Face to Face visit, it is recommended to call the home and ask if anyone in the home has any symptoms of the flu or a fever or if anyone in the household is under quarantine.

Abbott House understands that this is a very stressful time for all of us. We will continue to closely monitor all reporting related to the Coronavirus. As necessary, the Agency will update you with any further guidance it receives from Local, State and/or Federal authorities.

If you have specific questions about the Coronavirus, you should contact the program in which your individual or child is being served.

Sincerely,

James L. Kaufman, President & CEO