# Goal

The primary goal of our Re-opening Plan is to keep employees, visitors and clients safe, and reduce the risk of COVID-19 transmission while gradually resuming operations to align with the mission and vision of Guelph Independent Living. We expect this plan will continue to be modified in response to updated direction from the Ontario government. With continued infection prevention control measures (IPAC) in place, and appropriate use of PPE, clients will have opportunity to return to participation in activities within the community.

## supportive housing/ assisted living, outreach, supported living:

See <http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/2019_congregate_living_guidance.pdf>

* Universal masking will continue with face shields/ goggles required when performing face-to-face routines that do not allow for physical distancing. This level of PPE will be determined by the risk level of the client and directed by management.
* Gradually reinstating non-essential services for clients. Individual service plans to be reviewed by Program Coordinators to determine which services can be increased for each client on an individual basis based on risk ratings, and dependent on PPE and staffing levels.
* Clients will be supported to access the community. GIL will provide information on infection prevention measures, physical distancing and community requirements to wear a mask in commercial establishments and on public transit.
* Clients will continue to be screened prior to each booking/ interaction to monitor for symptoms.
* Clients are encouraged to wear a mask as well when GIL workers are in their homes; especially when physical distancing cannot be maintained.
* Any visitors present must:
* Screen themselves prior to and avoid visiting if they have any symptoms or feeling unwell
* maintain physical distance of at least 6 feet/ 2 metres from workers
* wear a mask, preferably surgical/procedure, while workers present
* Clients continue to try to have visitors outside of scheduled booking times

* Services will be provided when other health care providers (i.e. community nurse, Occupational Therapist) are present in the home, as required. These individuals will screen themselves as per their Employer’s requirements (similar to GIL’s).

## Intake/ Assessment/ Admissions

* Coordinators to continue to review all applications for services.
* Intake and assessment will resume and completed virtually if possible. In-person assessment may be necessary to ensure complete assessment to eligibility criteria; Coordinator to screen the individual in advance, wear a mask to in-person meetings and physically distance as possible.
* Site tours to be scheduled with Property Management at each building and completed as per their guidelines.
* Client level of risk to be determined and service provision adjusted upon admission.

## Human Resources

* Continue to provide resources and ongoing support for employees.
* Main office employees will continue to work from home except as specified in the weekly Admin schedule distributed; duties assigned for Human Resources Assistant, payroll, finance, scheduling, mail delivery, etc.
* Coordinators/ Executive Director will continue daily check-in at program sites, with self-screening and use of PPE. PPE should also be worn for travel between sites and when visiting clients.
* Maintain cohorting of workers as possible, meaning workers will only be assigned to work at one location unless their rotation outlines otherwise and/ or staffing levels require it for safety reasons (i.e. shift coverage).
* The restriction on working in only one health care setting remains in place as per Ministry of Health directives.
* Onboarding of new employees has resumed; the process involves in-person orientation at both the Woodlawn office and program sites with masks worn by all individuals and physical distancing as possible.