

Update on Villa St. Francis Preparations for COVID-19 As of March 16, 2020

Our number one priority at Villa St. Francis is the health and safety of our residents and employees. We understand there is a concern so we want you to know that we are taking appropriate steps for the protection of everyone here at Villa St. Francis. Villa St. Francis maintains standard protocols and procedures to prevent or limit the spread of infectious disease in our community. Every employee has been trained upon hire and annually on these procedures.

The Villa St. Francis Director of Nursing is monitoring and following Wisconsin Department of Health, Centers for Disease Control and Prevention (CDC) specific guidance for Long Term Care Facilities and CMS Guidance for Infection Control and Prevention of Coronavirus Disease 2019 (COVID-19) in long term care facilities.

This guidance is rapidly changing and the Director of Nursing reviews the WI DOH and CDC websites on a daily basis in order to share new information with the rest of our team and take appropriate actions.

As of today we have established additional procedures for dealing with the coronavirus (COVID-19) following the guidance of the Centers for Medicare and Medicaid Services (CMS)

EMPLOYEES: Employees (and essential healthcare personnel) will be screened every day (including temperatures) and those who are ill will not be able to work.

VISITORS: We are restricting all visitors and non-essential health care personnel except for certain compassionate care situations (end-of-life). We encourage family members to call, FaceTime or Skype to stay connected. We are working on having Skype or FaceTime available for those residents who may not have access to this type of communication. Family members are welcome to deliver groceries and personal items during the hours of 9:00am-4:00pm seven days a week. We ask that you drop off any packages at Reception ONLY. Mail will be delivered as usual to the mailboxes by USPS.

Entrance Doors: All entrance doors will remain locked with resident/family fobs deactivated.

Families/Visitors: For the safety of our residents, we ask that you do not take our residents outside of Villa St. Francis.

Residents please refrain from letting any visitors into Villa St. Francis.

We will be coordinating with vendors to minimize travel within our communities. Other essential personnel including hospice, home health agencies, PT-OT, and pharmacy delivery services will be allowed.

Medical Appointments: All non-essential, non-critical medical appointments should be cancelled and rescheduled for a later date, at least until 04/15/20.

ACTIVITIES: All outside trips have been cancelled. All outside entertainment activities have been cancelled.

Catholic Mass and other worship services have been cancelled.

Other: Signs are posted throughout Villa St. Francis reminding everyone to be vigilant about infection control practices. Hand sanitizers are located at Reception and our main entrance.

We are doing our best to prevent transmissions **between** different facilities by alerting other facilities when sending a patient that has respiratory conditions in advance.

What can you do to help?

Stay healthy and prevent spreading germs by following recommended actions such as frequent handwashing. Avoid touching eyes, nose and mouth, cover your mouth and nose with a tissue when coughing or sneezing, and dispose of all used tissues. Avoid contact with people who are ill.

Practice safe distancing (six feet away from others when possible).

Villa St. Francis will continue to communicate information to staff, residents and the public through our website, social media, email and/or print notifications.

Any questions? Please call Villa St. Francis at 414-649-2888 and the Receptionist can re-direct your call.