



To: Lifeworks Community of Persons Served, Families, Staff
From: Daniel Burke
Re: Updated Visitor Policy- effective Saturday June 6, 2020
Date: June 4, 2020

I am pleased to announce that effective Saturday June 6, 2020 we will be launching a modified Visitor Policy for the residences overseen by Lifeworks. I am greatly appreciative of the patience and commitment shown by all of the families of the people we support. I now ask you to work in collaboration with our House Managers and Staff to carry out a safe and effective visitor policy for all. Our new policy and expectations are as follows:

1. Each family can choose up to 2 people to be the designated visitors. This is not 2 people per visit, but 2 people either together or separate who can visit at least through the month of June.
2. All visits will be done outdoors at each home- visits can be done on the patio, in the yard, or if it works out on a short walk in the neighborhood. All visits must be done at least six feet apart. Staff will be accompanying our individuals as a part of the visit if the person needs any form of physical assistance, use of a wheelchair or assistance to ensure that proper social distancing is maintained. All visits are at the house- there will be no leaving the house in a car or going to the family home or a community outing.
3. All visits will be a maximum of one hour and each family will be allowed one visit per week. All Visits must be scheduled at least 48 hours ahead of time and should be done through the House Manager or Residential Director if House Manager is not available. Each home can only accommodate one family at a time, and we will allow at least 30 minutes between family visits so that we can de-sanitize the outdoor furniture. If weather factors make an outdoor visit not possible, the visit will be re-scheduled as soon as possible. No visits can take place when a house is under quarantine.
4. Upon arrival at the home, all family member, staff and individuals are required to wear masks. All are required to self-attest that they are not experiencing symptoms, have not been exposed to anyone who has been experiencing symptoms or is diagnosed as positive. Please be smart and take no chances.
5. We also are asking all family members to take their temperature themselves prior to arriving at the house and to use hand sanitizer prior to the start of the visit. We will be taking keeping a log of family visits, including name and contact information in conjunction with state D.P.H. guidelines.

We thank you for your support, patience and consideration. Our only interest in a policy like this is the safety of everyone we serve and support. Please stay healthy and safe during this challenging time!!!