

Responsible Reopening Plan for Gilda's Club Quad Cities

COVID 19 is a respiratory disease that can result in serious illness or death and can easily spread from person to person. As such, it is essential to protect the health of staff, volunteers and participants during times of danger. Decisions will be made with the direction of the Centers for Disease Control and local public health authorities.



	Epidemiology Status	Community Indicators	GCQC Plan
Phase 0	<ul style="list-style-type: none"> Case counts are doubling every 3-5 days Community transmission is occurring 	<ul style="list-style-type: none"> Stay at home is advised for all residents All nonessential businesses are closed. 	<ul style="list-style-type: none"> Only essential employees are in the office 1 day per week with others working from home but are quarantined to their office space and maintain strict physical distancing. Each person must perform strict sanitation, handwashing and symptom screening. No volunteers or participants in the building.
Phase 1	<ul style="list-style-type: none"> Case counts have seen a sustained reduction in cases for at least 14 days (incubation period) Capacity exists to test and provide surveillance for all people with COVID symptoms Adequate supply of PPE 	<ul style="list-style-type: none"> Some businesses may reopen: retail, personal care, houses of worship, restaurants – but in limited fashion 6 foot distance must continue, and face coverings when 6 foot not possible Limited to groups of 10 and under with continued 6 foot distancing and strict sanitation Vulnerable adults still asked to stay home 	<ul style="list-style-type: none"> Staff come to office with comfort but maintain 6 foot distance and strict protocols for sanitation of surface, hand washing and symptom screening. Volunteers who are a comfortable can come into GCQC but follow strict protocols Most programs stay online Small single use clubhouse activities would resume Outdoor programs can occur with 6 foot distancing at all times.
Phase 2	<ul style="list-style-type: none"> Since Phase 1, case counts have seen a sustained reduction in cases for at least 14 days Testing is readily available 	<ul style="list-style-type: none"> Lift strict physical distancing measures in concerted and careful fashion Most businesses and schools are open – but telework is still suggested for vulnerable Hygiene, sanitation important; and face coverings still important when warranted Group size limited to 50 	<ul style="list-style-type: none"> Physical contact is minimized with 6 foot distancing in place Vulnerable people should still stay home Frequent hand sanitation, contactless temperature checks and masks available at the door. Hand sanitizer in each support group room Educational Workshops and Support Groups can be held with a mix of in person and online Healthy Lifestyle Activities are mostly virtual with limited spaces for indoor by appointment only. Yoga and Meditation would remain virtual Masks required when entering the clubhouse or administrative offices

Phase 3	<ul style="list-style-type: none"> • No to minimal cases of COVID present • Vaccine or treatment has been developed 	<ul style="list-style-type: none"> • All restrictions lifted • Hygiene and sanitation is encouraged to continue • Participate in mass community events in limited amounts 	<ul style="list-style-type: none"> • All programs and events can be offered in person and we continue to follow strict sanitation practices, request hand sanitation at the door, offer masks and symptom screening. • Kids/Teen in person programs would resume • Group New Member meetings would resume • Social Activities would resume
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Sources of information:

1. Implementation of Mitigation Strategies for Communities with Local COVID-19 Transmission, 2020, Centers for Disease Control <https://www.cdc.gov/coronavirus/2019-ncov/downloads/community-mitigation-strategy.pdf>
2. National Coronavirus Response: A Road Map to Reopening, 2020, American Enterprise Institute <https://www.aei.org/wp-content/uploads/2020/03/National-Coronavirus-Response-a-Road-Map-to-Recovering-2.pdf>

Assumptions:

1. Some participants are very immune compromised. Some participants are semi-immune compromised. Some participants have a strong immune system.
2. All adult participants can make decisions that are best for them and maintain their personal boundaries.
3. People are taking COVID with various levels of seriousness.
4. Virtual is really great, and in-person is possibly better for connection. In addition, we need to have a warm and welcoming environment.

What we will always do moving forward as new normal:

1. Hand sanitation and signage at the door and throughout the building
2. Wash all touched surfaces twice a day
3. All equipment is set on the floor and sanitized by GCQC team
4. Shaking hands will not be a practice (new GC welcome gesture)
5. No home-baked goods allowed in the clubhouse. All food will be catered and individually boxed or packaged until we enter Phase 3.

GCQC

Employee Return to Work Guidelines

GCQC employees will continue to work from home, with occasional office visits, until in person programs resume. We will continue to advise one another when going into the office to avoid any unnecessary contact.

All employees return to the office and maintain social distancing (move second intern to board room)

- Employees are required to disclose if they have had a positive COVID-19 test or anyone with whom they are in close physical contact has had it.
- Employees are required to disclose if they are having any symptoms associated with COVID-19 (shortness of breath, fever, cough, headache)
- Employees are required to self-quarantine for 14 days if they have been in contact with someone who has tested positive for COVID-19 within the last 14 days. Must be fever free with no respiratory issues (shortness of breath, cough, etc) for 3 days before returning.
- Employees will take their temperature prior to going to the office. An elevated temperature of 100.4 or higher of the employee (or their immediate household member) requires the employee to stay home until they (or household member) are fever-free for 24 hours without aid of fever reducing medicine
- Employees will wear a face mask in the office when interacting with others and a 6 feet distance can not be maintained.
- Employees will maintain sanitary conditions by wiping down high touch areas such as door handles, copy machine, light switches, sinks, and restrooms. A wipe down log will be maintained in the kitchen area of each building.
- Each employee will be required to wipe down their own workstation at the end of each shift (phone, keyboard, light switch, high traffic surfaces)
- Should a guest enter the Clubhouse, staff will clean all areas where that person was with disinfectant wipes.
- Signage will be placed over high-touch items in the clubhouse such as fridge, coffee maker, water dispenser, and copier.
- If a team member starts to feel unwell, she should leave immediately and call or text the ED.
 - The work station will be immediately wiped down.
 - A deep cleaning for the clubhouse will be scheduled.
 - Employee can return if she has been fever-free for 24 hours, and no contact to the virus has been established.
 - A face mask will be required for the ill employee for 14 days following their return.