

Office of Developmental Programs

Residential Provider Checklist for Confirmed COVID-19 Cases

Providers should follow the recommended steps outlined in this checklist in the event that an individual or individuals become infected with COVID-19. ODP may update this checklist as new guidance becomes available from DOH and the CDC.

Infection contact tracing (per PA Department of Health [DOH])

- PA DOH is the lead for infectious disease contact tracing. Providers can contact DOH at 1 (877) 724-3258 (PA HEALTH) as necessary for additional recommendations or guidance.

Notify potential close contacts

- DOH may provide additional guidance.
- Maintain HIPAA compliance.

Provider identifies an Emergency Coordinator

- This person will be the single point of contact for the AE and ODP. Providers should share the name and contact information with their AE and ODP regional office when a positive case is confirmed.
- ODP's COVID-19 response teams will be available to provide additional support by conducting initial contact to guide providers and assess if a deeper need for intervention by ODP/outside agencies is needed.

Verify the most current DOH/CDC guidance for home settings and long term care facilities

- Maintain the most up to date operational guidelines from DOH, CDC, and if applicable, CMS.
- As guidance changes frequently, providers should review DOH/CDC guidance daily and update COVID-19 operation plans accordingly.
- Websites for additional guidance:
 - CDC Guidance: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
 - PA DOH: <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Coronavirus.aspx>

Implement resident screening and isolation

- Develop, implement, or update the resident screenings for infectious disease to match the relevant guidelines by DOH and CDC.
- Implement isolation protocols for the individual with COVID-19. Follow DOH and CDC guidelines.
- Quarantine individuals as recommended by DOH and CDC guidelines.

Re-assess Personal Protective Equipment (PPE) stock

- Providers can notify the County Emergency Management Agency (EMA) when there is a confirmed case of COVID-19 to assist with PPE supply.
- Providers can submit a *resource request* for unmet PPE needs to County EMA.
- Resource requests should be updated as your situation changes. County EMA will need to understand providers needs to correctly prioritize requests:
 - Convey the medically fragile nature of your residents, if applicable.
 - If you now have positive cases or more positive cases from when the request was submitted/last updated.
 - Staffing concerns.
 - Challenges your facility presents for managing spread without proper PPE.
 - Additional relevant information that would provide context to the County EMA.