

ROADMAP — to a Healthy — REOPENING

WELCOME!



**GREATER
FORT WAYNE INC.**
METRO CHAMBER ALLIANCE



PARKVIEW
HEALTH



NORTHEAST INDIANA
REGIONAL PARTNERSHIP

Healthcare + Economic Development

Jolynn Suko,
Chief Innovation Officer

GETTING BACK TO BUSINESS

- Thanks for doing your part to slow the spread



- Able to handle the surge
- Hospitalized COVID-positive cases plateaued
- Restarting elective surgeries (gradually) – May 4th
- People coming back to the ER - important

GETTING BACK TO BUSINESS

- We will continue to have positive cases throughout the community
 - Vaccine 12 – 18 months away
 - No herd immunity
 - Will be bumpy as we re-open
 - Keep surges as low as possible
- Implementing safe practices will help our employees, customers and community
- Evolving advice / best practices on a daily basis

GETTING BACK TO BUSINESS

- How can we re-open safely?
- How can Parkview help?
 - Share what have we learned
 - Create a website to collect what others are doing (CDC, CICI, Toyota, local businesses)
 - Living document
 - Workplace considerations
 - People considerations
 - Establish hotline for questions – 1 day turnaround

Keeping Your Workplace Well

Dr. Jeffrey Boord,
Chief Safety & Quality Officer

WORKPLACE

What is Your Workplace?

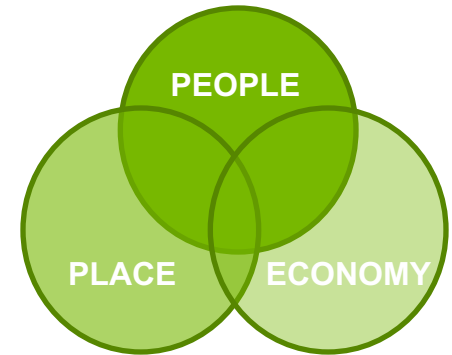
- Physical building
- Physical space (ex. room)
- Public Spaces (ex. Gyms)
- Outdoor Spaces



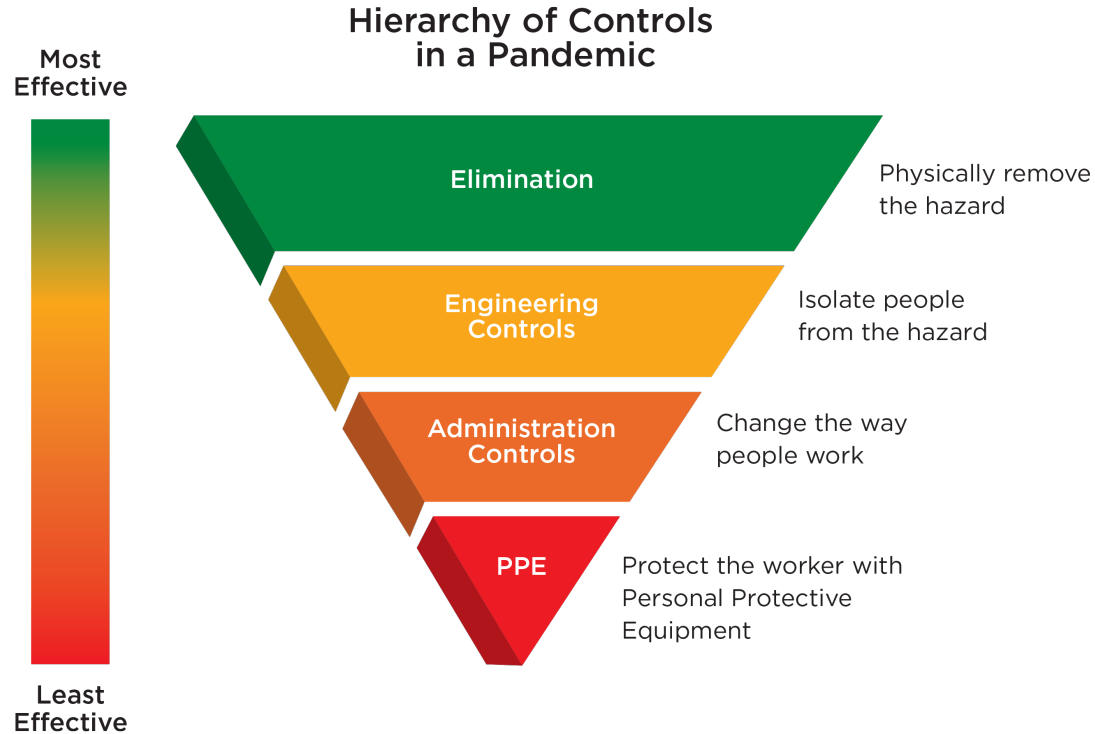
WORKPLACE CONSIDERATIONS

Current Community Status of COVID-19

- Community Spread
 - Not limited to one place or area
 - Part of our day-to-day reality now
 - Source cannot be pinpointed



WORKPLACE CONSIDERATIONS





WORKPLACE CONSIDERATIONS

Workplace Design and Preparation

- Improve ventilation system and engineering controls such physical barriers
- Educate and support respiratory and hand hygiene for co-workers & students
- Routine or enhanced cleaning & disinfection

TESTING

	SAMPLE SOURCE	USES	LIMITATIONS
ANTIBODY	<p>Blood</p>  <p>Source: Clinical Lab Products Magazine</p>	<ul style="list-style-type: none">• Population Surveillance for Past Infection• Research	<ul style="list-style-type: none">• Unknown if Antibodies are Protective• Many Tests on Market are Inaccurate or Unreliable• Totally Inappropriate for Return to Work Decisions
PCR	<p>Nasal</p>  <p>Source: New England Journal of Medicine</p>	<p>Diagnose Active Infection in People with Symptoms</p>	<ul style="list-style-type: none">• False Negative Results Common in People Without Symptoms• Person with Negative Result Can Still Become Infectious

MORE THAN A MASK

- Stay home if sick
- Work from home when appropriate
- Cancel unnecessary meetings or travel
- Use virtual conference & meetings

- Closed doors in single office space
- Separate space between desks, tables, etc.
- Remove/reduce number chairs
- Mark floor with 6 feet separation points
- Install hand sanitizer dispensers
- Reduce number of physical entrances
- Remove common touch items

- Limit # of coworkers in office by staggering hours
- Refrain from shaking hands
- Clean personal workstations & offices frequently
- Frequently wash hands and use hand sanitizer
- Stagger lunch and break times

- Know and follow all prescribed PPE measures
- Use appropriate masks in group settings
- Be exceptional stewards of appropriate PPE

Elimination

Physically remove the hazard

Engineering Controls

Isolate people from the hazard

Administration Controls

Change the way people work

PPE

Protect the worker with Personal Protective Equipment

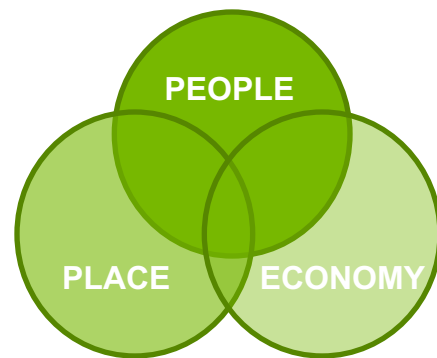
Keeping Your People Well

Dena Jacquay,
Chief Community & HR Officer

PEOPLE

Who are Your People?

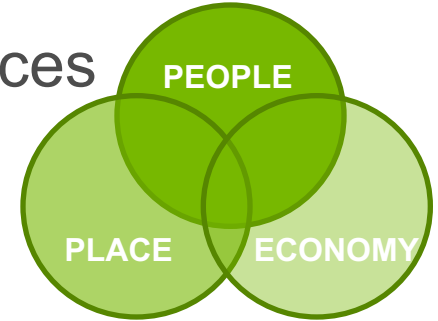
- Staff
- Students
- Parents
- Vendors
- Community



PEOPLE CONSIDERATIONS

Preparedness Plan

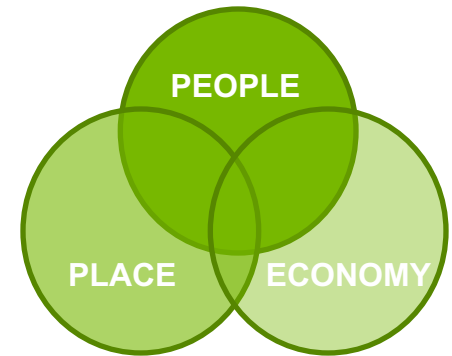
- Identify a workplace coordinator
- Educate co-workers and students how they can help reduce spread of COVID-19
- Consider social distancing policies & practices
 - Vulnerable Accommodation Process



PEOPLE CONSIDERATIONS

Preparedness Plan

- Build flexibility/fluidity into plan
 - Internal - Roles, Schedules
 - External - Childcare Availability
- Phased return of people
- What stays in your new normal?



PEOPLE CONSIDERATIONS

What Parkview is Doing

- Return to Work Process

Co-workers must call the COVID-19 Hotline if they:

Have questions/concerns regarding COVID-19 symptoms, community exposure, recent travel, family illness, or the return to work process.

Co-workers MAY NOT report to work if they are:

Exhibiting a fever of ≥ 100 degrees, have a persistent cough, and/or shortness of breath. Hotline representative will confirm coworker's need for a leave of absence based on symptom screening and provide estimated return to work date.

Co-workers MAY return to work when:

At least 7 days have passed since symptoms first appeared AND at least 72 hours have passed since fever has resolved without the use of fever-reducing medications. Co-worker must call 260-425-5490 as part of the return to work process.

PEOPLE CONSIDERATIONS

What Parkview is Doing - Engagement

- Ask co-workers. What do they need?
 - Flexing Benefits
 - Caring for Mental Health
- Ask families. What makes them feel safe in your school?
 - Communicate what you're doing & how they can help

Industry Specific Insights

Dr. Mike Knipp,
Parkview Total Health Chief Medical Officer

EDUCATION

Consider all spaces and surfaces:

- Breakroom refrigerator, coffee pot
- Paper
- Copy Machine

Engage people in being a part of the solution – students too!

Communicate the controls you put in place

Factor	Potential mitigation activities according to level of community transmission or impact of COVID-19 by setting		
	None to Minimal	Minimal to moderate	Substantial
Schools/childcare "What childcare facilities, K-12 schools, and colleges and universities can do to prepare for COVID-19, if the school or facility has cases of COVID-19, or if the community is experiencing spread of COVID-19)"	<ul style="list-style-type: none"> • Know where to find local information on COVID-19 and local trends of COVID-19 cases. • Know the signs and symptoms of COVID-19 and what to do if students or staff become symptomatic at school/childcare site. • Review and update emergency operations plan (including implementation of social distancing measures, distance learning if feasible) or develop plan if one is not available. • Evaluate whether there are students or staff who are at increased risk of severe illness and develop plans for them to continue to work or receive educational services if there is moderate levels of COVID-19 transmission or impact. <p>» Parents of children at increased risk for severe illness should discuss with their health care provider whether those</p>	<ul style="list-style-type: none"> • Implement social distancing measures: <ul style="list-style-type: none"> » Reduce the frequency of large gatherings (e.g., assemblies), and limit the number of attendees per gathering. » Alter schedules to reduce mixing (e.g., stagger recess, entry/dismissal times) » Limit inter-school interactions » Consider distance or e-learning in some settings • Consider regular health checks (e.g., temperature and respiratory symptom screening) of students, staff, and visitors (if feasible). • Short-term dismissals for school and extracurricular activities as needed (e.g., if cases in staff/students) for cleaning and contact tracing. 	<ul style="list-style-type: none"> • Broader and/or longer-term school dismissals, either as a preventive measure or because of staff and/or student absenteeism. • Cancellation of school-associated congregations, particularly those with participation of high-risk individuals. • Implement distance learning if feasible.

CDC Community Mitigation Strategies



Ensuring Social Distancing in Common Areas – Break Areas, Shared Appliances



Coffee Makers

(Unplug and do not use in common areas)

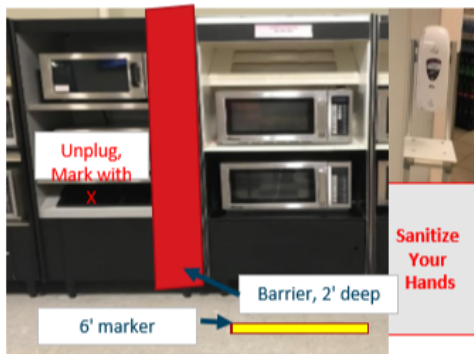
- Educate group on use of non-critical items.
- Post no use sheet on each coffee maker.



Vending Machines

Eliminate use if possible. If not possible:

- Utilize items from home vs vending.
- Utilize barriers between machines if needed.
- One machine used at a time, clean more frequently, 6' floor markings, and hand sanitizer made available.
- Maintain 6' distance when waiting.
- Sanitizer in area.
- Sanitize/Wash hands before and after use.
- Post standard.
- Waiting area marked.



Microwaves/Refrigerators

Eliminate the use of refrigerators and microwaves or Add visual marker to indicate 6' from microwave/refrigerator



Water Fountains/Bottle Fill Stations

Eliminate use of drinking fountains - cover up.

- Use paper cups and bottle fill only.
- Add dividers if needed.
- Floor markings to indicate 6' distance.
- Mark floor for 6' spacing.
- Sanitize fountain 2 times per day.
- Take care to not touch nozzle with bottle.
- Sanitize or wash hands after use.

TOYOTA

18

Safe@Work

Bathrooms

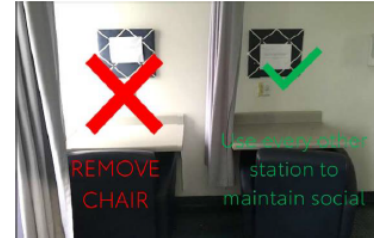
- Add Dividers/Plexiglass between Urinals and Hand Wash Stations
- Sink partitions - 7' high and 4" overhang. If no barrier, close down sinks/faucets for 6' distance.
- Post maximum capacity at entrance.
- Men's urinal partitions - 7' high. If no barrier, close down urinals for 6' distance.



Add
partitions to
separate
spaces

Lactation Stations

- Allow TM to leave site if necessary.
- Remove chairs if they do not meet social distancing guidelines.
- Sanitize area before and after use.
- > 6ft. = zone identification required.
- Remove all unused chairs.
- No sit zone must be marked with X.
- Partition must be 7' high minimum.



TOYOTA

19

Safe@Work

EDUCATION

All Schools Regardless of Community Spread



Assess Risk



*Short (potential 2-5 Day)
Building Dismissal to
Clean/Disinfect/Contact
Trace in consultation with
local health officials*

No Community Spread

- Prepare
- Teach and reinforce healthy hygiene
- Develop information sharing systems
- Intensify cleaning and disinfection
- Monitor for absenteeism
- Assess group gatherings and events – consider postponing non-critical gatherings and events
- Require sick students and staff stay home
- Establish procedures for someone becoming sick at school



*Monitor changes in
community spread*

Minimal to Moderate OR Substantial Community Spread

M/M



Is community spread Minimal to Moderate or Substantial?

S



- Coordinate with local health officials.
- Implement multiple social distancing strategies for gatherings, classrooms, and movement through the building.
- Consider ways to accommodate needs of children and families at high risk.

- Coordinate with local health officials.
- Implement multiple social distancing strategies for gatherings, classrooms, and movement through the building WITH EXTENDED SCHOOL DISMISSALS.
- Consider ways to accommodate needs of children and families at high risk.



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EDUCATION

Schools and Childcare Programs

Checklist for Teachers

Teachers: Get Your School Ready for Coronavirus Disease 2019

You can protect yourself and your students by practicing and promoting healthy habits during the school year. Use this checklist to plan and take action if a COVID-19 outbreak occurs in your community.

PLAN AND PREPARE

- ☐ Encourage students to stay home if sick.
 - » If your student gets sick at school, keep the sick student away from well students until picked up. Encourage your student to stay home if they are sick with any illness.
- ☐ Clean and disinfect frequently touched surfaces and objects in the classroom.
 - » Follow CDC's guidance for cleaning and disinfecting community facilities, such as schools.
- ☐ Monitor absenteeism.
 - » Let administrators know if you see a large increase in absenteeism.
- ☐ Talk to your administrators about plans for teaching through digital and distance learning.

IF YOUR SCHOOL IS DISMISSED

- ☐ Implement a plan to continue educating students through digital and distance learning (if applicable).
- ☐ Seek guidance from your school administrator to determine when students and staff should return to schools.

Duration of school dismissals will be made on a case-by-case basis based on the most up-to-date information about COVID-19 and the specific situation in your community. Students and staff should be prepared for durations that could last several days. Administrators should work with their local health authorities to determine duration of dismissals.



15-79023-6 10/29/2020

cdc.gov/coronavirus

Schools and Childcare Programs

Checklist for Parents

Parents: Get Your Children Ready for Coronavirus Disease 2019

You can help protect your family from COVID-19 by practicing and promoting everyday healthy habits. If an outbreak occurs in your community, your school may dismiss students to prevent further spread of the virus. Use this checklist to plan and take action if a COVID-19 outbreak occurs in your community.

PLAN AND PREPARE

- ☐ Practice and reinforce good prevention habits with your family.
 - Avoid close contact with people who are sick.
 - Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
 - Wash hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol.

- ☐ Keep your child at home if sick with any illness.

If your child is sick, keep them at home and contact your healthcare provider. Talk with teachers about classroom assignments and activities they can do from home to keep up with their schoolwork.

- ☐ Be prepared if your child's school or childcare facility is temporarily dismissed.

Talk with your employer about sick leave and telework options in case you need to stay home with your child. Consider planning for alternate childcare arrangements.

IF YOUR SCHOOL/CHILDCARE PROGRAM IS DISMISSED

- ☐ Keep track of school dismissal updates.

Read or watch local media sources that report school dismissals or stay in touch with your school.

- ☐ Talk to your school about options for digital and distance learning.
- ☐ Discourage children and teens from gathering in other public places while school is dismissed to help slow the spread of COVID-19 in the community.
- ☐ Seek guidance from your school administrator to determine when students and staff should return to schools.

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 PARKVIEW

EDUCATION

General

[US Board of Education's COVID-19 Resources >](#)

[CDC's guidelines for COVID-19 in Education >](#)

Childcare Centers

[CDC's Interim guidance for K-12 and Childcare Centers >](#)

[CDC's guidelines for those who remain open >](#)

[ISDH Guidance for Childcare Centers >](#)

[Allen County Pandemic Preparedness Tips >](#)

K-12 Schools

[CDC's Interim guidance for K-12 and Childcare Centers >](#)

[ISDH Guidance for Schools >](#)

Higher Education

We Can Help

Jolynn Suko,
Chief Innovation Officer

PARKVIEW BUSINESS CONNECT

Services

- Coaching for a safe, phased approach to re-open your business
 - Return to Work Process
 - Employee Safety
 - HR Practices & Policies
 - Well-being Initiatives

PARKVIEW BUSINESS CONNECT

[Home](#) / [TotalHealth](#) / [COVID-19](#)



COVID-19 Resources for Businesses

Reopening the Workplace

As businesses and organizations prepare to reopen while COVID-19 remains in our community, we face many challenges. As we all navigate a new normal, Parkview wants to be a resource for our community, partnering with you to provide information on best practice. We'll also share our own insights and lessons learned while maintaining operations since the start of the pandemic.

Parkview's plans call for a phased approach that will be dependent on numerous factors. It will require ongoing monitoring and we expect changes and new learning along the way. Our focus is creating a sustained approach – a marathon rather than a sprint – with a focus on co-worker, patient and community safety.

Business Connect

Contact our Parkview team to be connected with resources and receive guidance on how to safely reopen your business. We're here to help!

[Contact Us Today](#)



CONTACT US

- 1-260-CONNECT (266-6328)
- Parkview.com/BusinessConnect
 - Resources
 - Contact Form
- ParkviewBusinessConnect@Parkview.com

ROADMAP — to a Healthy — REOPENING

Q&A SESSION



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Q&A

The Governor has said schools will receive direction on the Fall start by July 4th. If schools are allowed to begin in person in the Fall, should we? If we do, what do we prepare for -- socially distanced? Masks? Return to eLearning potential?

- Follow State and local guidance.
- Follow your hierarchy of controls from most to least effective
 - Ask those who are ill to stay home
 - Socially Distance
 - Practice excellent hand hygiene, etc.
- Be prepared to move back to a previous phase

Q&A

*How do we care for the social-emotional well-being of our staff and students as they return to school?
We recognize many have fears?*

- Utilize expertise of Guidance Counselors and Student Health Professionals
- Could you establish regular check-ins or access in the classrooms?
- Parkview Business Connect Resources

Q&A

What are the key elements we need to include in our preparedness plan in order to ensure safety for every student and every staff member?

- Follow hierarchy of controls.
 - Stay home if ill
 - Clean and disinfect frequently touched surfaces and objects
 - Focus hand hygiene and not touching face
- Communicate controls

Schools and Childcare Programs

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You can protect yourself and your students by practicing and promoting healthy habits during the school year. Use this checklist to plan and take action for COVID-19 guidance across your community.

PLAN AND PREPARE

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 - Follow [CDC guidance for cleaning and disinfecting community facilities, such as schools](#).
- ☐ Monitor absenteeism.
 - Let administrators know if you see a large increase in absenteeism.
- ☐ Talk to your administrators about plans for teaching through digital and distance learning.

IF YOUR SCHOOL IS DISMISSED

- ☐ Implement a plan to continue educating students through digital and distance learning (if applicable).
 - ☐ Seek guidance from your school administrator to determine when students and staff should return to schools.
- Students of school districts will be made in a one-to-one basis based on the most up-to-date information about COVID-19 and the specific situation in your community. Students and staff should be prepared for durations that could last several days. Administrators should work with their local health authorities to determine duration of dismissals.



cdc.gov/coronavirus

Q&A

How do we keep students socially distanced in a childcare center, K-12 school, or university settings?

- Design space to support social distancing
 - Desks should be apart or use partition barriers
 - Use tape or floor markers to indicate safe spacing
- If space can't be designed, use next best control in hierarchy

Q&A

How many students can we put in a classroom while maintaining social distancing?

- # of Students in a room will depend on size of the room and ability to design socially distanced or partitioned desk/workspace configurations

Q&A

How should we be cleaning in classrooms, cafeterias, athletic facilities, and other common areas?

- Use FDA approved cleaners on a recommended schedule.
- See CDC decision tree for cleaning (next slide).

MAKING YOUR PLAN TO CLEAN AND DISINFECT

Cleaning with soap and water removes germs, dirt, and impurities from surfaces. It lowers the risk of spreading infection.

Disinfecting kills germs on surfaces. By killing germs on a surface after cleaning, it can further lower the risk of spreading infection.



Is the area indoors?

YES

It is an indoor area.

NO

Maintain existing cleaning practices.

Coronaviruses naturally die in hours to days in typical indoor and outdoor environments. Viruses are killed more quickly by warmer temperatures and sunlight.

Has the area been occupied within the last 7 days?

YES

Yes, the area has been occupied within the last 7 days.

NO

The area has been unoccupied within the last 7 days.

The area will need only routine cleaning.



Is it a frequently touched surface or object?

YES

Yes, it is a frequently touched surface or object.

NO

Thoroughly clean these materials.

Consider setting a schedule for routine cleaning and disinfection, as appropriate.



What type of material is the surface or object?

Hard and non-porous materials like glass, metal, or plastic.

Visibly dirty surfaces should be cleaned prior to disinfection.

Consult EPA's list of disinfectants for use against COVID-19, specifically for use on hard, non-porous surfaces and for your specific application need. More frequent cleaning and disinfection is necessary to reduce exposure.

Soft and porous materials like carpet, rugs, or material in seating areas.

Thoroughly clean or launder materials.

Consider removing soft and porous materials in high traffic areas. Disinfect materials if appropriate products are available.



Q&A

Can we safely offer gym classes or sports? If yes, how should we be cleaning? Can we screen athletes prior to participating to ensure no illness?

- Possibility of communicable disease not new
- Past, potentially informal process of coach or parent preventing ill player to play will need to be formalized.
- Follow FDA and CDC cleaning guidelines.
- Consider masking during gym.
- Temperature screens ineffective.

Q&A

Are there any HVAC or indoor air quality considerations we should consider?

- If there are concerns about indoor air quality, consider purchasing an air filter with a HEPA filter.
- Ensure you are purchasing the correct size unit based on square feet as well as number of people occupying the space.
- Remove or eliminate use of fans in classrooms or common spaces.

Q&A

Schools offer some unique considerations that aren't necessarily found in other industries. Could you address how to offer the following aspects safely?

- Bus/Transportation – distance as much as possible. Clean surfaces after route.
- Recess/Playground- hand hygiene before and after, clean surfaces.
- Hands-on Learning, Labs, etc.- hand hygiene before/after, wipe down surfaces
- Shared Materials like Library – Still unclear if/how long remains viable on items. Could wipe down items checked out at point of service.

Q&A

Should we be considering a quarantine classroom for those students who are self-monitoring for potential illness so that they can continue to participate in the learning experience? If yes, what should we prepare for in that space that may be additional measures beyond the traditional dorm or classroom?

- There will likely be a constant self-monitoring for illness
- You could consider “ill classroom” for those who become ill during the day
 - Staff in this classroom would need to be offered adequate PPE and cleaning supplies
- Students who become ill should not return to school

Q&A

How can we safely offer education in groups? Should we be taking temps of children? Are cloth masks safe enough for staff & volunteers in these areas?

- Support social distancing when possible
- Ask ill staff and students not to attend
- Practice safe cleaning regularly on high touch items OR remove those items
- Practice good hand hygiene
- No masks on those under 2 years old

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ROADMAP — to a Healthy — **REOPENING**

THANK YOU FOR ATTENDING



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