

North Olmsted Senior Center COVID-19 Program Guidelines for Limited Indoor Activities

As the North Olmsted Senior Center begins the careful process of reopening its building, it is with the health and safety of all in mind that we remain cautious and diligent to prevent the spread of the COVID-19 virus. The following procedures and guidelines have been established for the health and protection of our Senior Center members, visitors and staff.

Communications & Outreach

- Guidelines will be included in twice monthly eNewsletters to subscribers.
- Guidelines will be posted on the Senior Center webpage of the City of North Olmsted website.
- Guidelines will be physically posted in the Senior Center building. Guidelines will be printed and available for visitors at the Senior Center.
- Social media posting(s) on Celebrate North Olmsted in advance of reopening will link to guidelines.
- Seniors registering for events and making appointments will be made aware of the guidelines and provided a digital copy, link or mailed copy as needed in advance of their attendance.
- Robo calls will be used to contact participants on the subscriber list informing them of the guidelines and how to access or receive a copy.

Facilities & Sanitation

- Entrance to the Senior Center shall be through its main entrance (automatic doors). Visitors shall be required to exit through the Community Cabin main entrance.
- Signage outside of the building will alert visitors to mask and safe distancing requirements.
- A sanitation station shall be established in the lobby vestibule for use prior to entering the building. Sanitizer shall also be available throughout the building.
- One direction traffic shall be maintained where feasible.
- Signage regarding sanitation and safe distancing shall be posted throughout the building.
- Staff shall implement protocols consistent with CDC guidance for cleaning, disinfecting and sanitizing.

Appointments & Activities

- Participants must be pre-registered for all activities. Class size will be limited, and registration will be first come first serve. Participants must have an appointment to be in the building and walk-ins shall not be permitted. Those who do not have an appointment and/or who have not pre-registered for a program shall not be permitted to enter the building.
- Participants considered to be a risk to others shall not be accepted into the facility. Participants with chronic conditions, those who are unable to wear a mask and those unable to follow safe distancing protocols shall not be permitted inside the facility.
- Health screening questions will be asked on the phone at the time of registration and again immediately upon entering the facility. All visitors are subject to having their temperature taken (touch free) upon arrival. This is a condition of admittance into the Senior Center for programming.
- A daily log of visitors shall be kept and maintained in accordance with Ohio Department of Health and local records retention requirements.
- Participants and visitors must wear face coverings at all times while inside the building. Face coverings must cover the nose, mouth and chin. If an individual does not have a face

covering, the Senior Center will provide one. During this initial phase of limited indoor activities, participants unable to wear masks shall not be permitted inside the facility.

- Activities and programs shall be restricted to non-contact activities such as individual exercise, movies and lectures. Activities that require close contact such as card games, dominoes, chair volleyball and hot lunch, will remain cancelled until further notice.
- Participants will be asked to arrive no more than 10 minutes prior to the start time of the scheduled activity or appointment and will be required to exit the building immediately after the program has concluded.
- The Senior Center will not provide food, drink or any exercise supplies until further notice. Participants are encouraged to bring their own water bottles, as the drinking fountain will not be available for use.
- Maximum restroom occupancy will be two people at a time.
- Staff shall have the authority to revoke any participant's access to the building who is not in compliance with these guidelines. Lack of compliance may result in a participant's inability to register for future indoor activities.

Staff

- Prior to reopening, all staff shall be tested for the COVID-19 virus and shall submit for retesting every two weeks or as required by the Ohio Department of Health.
- Staff shall be trained on all CDC recommended topics. Staff shall routinely review CDC training and other state training resources to identify updated and/or new training materials and opportunities.
- Staff, including volunteers, shall be required to wear face coverings when traveling through the building and when in any program area with participants. Face coverings are not required when staff is working alone in their assigned office.

Suspected & Confirmed Cases

- Participants are not permitted to attend Senior Center activities if they are experiencing any symptoms of illness. Per the CDC, symptoms include cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat and new loss of taste or smell.
- Staff shall have the authority to ask a participant to leave the facility if the individual is exhibiting signs of illness.
- Staff shall have the authority to implement strategic testing of participants in accordance with Ohio Department of Health guidance.
- Staff shall immediately isolate and seek medical care for any participant who develops symptoms while in the building.
- Any participant who has tested positive for COVID-19 after attending activities at the Senior Center must report the findings to the Senior Center Administrator immediately.
- If a confirmed case is reported, the Senior Center shall contact and follow all guidance from the local health department in regards to shut down, deep sanitation, contact tracing, etc. before proceeding with any further activities inside the building.