

TO: County Administrators

FROM: Mark Mortimer, COO
Jon McLister, Vice President of Residential Services

RE: COVID-19 Communication

DATE: May 18, 2020

Maintaining the safety of our clients, families and staff continues to be the top priority of Adelphoi during the COVID-19 pandemic. Adelphoi continues to follow all guidance provided by both the CDC as well as the Pennsylvania Department of Health. As we move into the next phase of the pandemic, we will continue to follow the guidance that the commonwealth has issued in regards to cautiously reopening different regions. Recognizing the importance of the work and activities that our programs provide, while ensuring safe operational practices, requires consistency and planning. Adelphoi is committed to remaining steadfast throughout the reopening process outlined by Governor Wolf. Several “standards” were announced by the governor’s office including prioritizing the attention given to vulnerable populations such as those in congregate care. Specifically, caution is being deliberately used in regards to loosening restrictions for these populations over the next several weeks and months. In preparation for the upcoming changes and directives, it has become evident that the process will be complicated. One of the primary contributing factors to these complications are the number of valued customers that Adelphoi partners with throughout six different regions. The outline below is not inclusive of every circumstance we will likely deal with; however, it provides some insight into Adelphoi’s plan on how we will operate as the commonwealth reopens.

As of May 15, 2020, all twenty-two residential programs are located in counties that have been identified as “Yellow.” As regions progress through the identified phases, Adelphoi intends to consider the location of the program, the location of the referral county, and the location of the family or discharge resource. Contingent on the circumstance, when both the residential program and either the referral county or the family are in the same “phase,” the following operational procedures will be implemented.

Level One-Upon turning Yellow

- Youth in Latrobe area programs will be permitted to resume face-to-face outpatient drug and alcohol sessions with our designated provider.
- Youth in the Latrobe area program will be permitted to resume face-to-face therapy sessions at designated clinic located on campus.
- Admission cohorts will continue to operate on an as-needed basis.

- Day passes and home passes will continue to be temporarily suspended.
- Adelphoi will continue to respectfully request that county visitors refrain from visiting programs face-to-face unless for an emergency.

Level Two-Yellow is sustained for a period of four weeks

- Limited family visitation for immediate family may occur at designated locations.
- County visitors will be encouraged to schedule face-to-face visits at designated locations.
- Youth within the Supervised Independent Living Programs will be permitted to apply and interview for potential and future work opportunities.

Level Three-Upon turning Green

- Adelphoi staff and youth will attend and participate in designated court proceedings in person.
- County visitors and attorneys of record will be able to visit youth face-to-face at designated locations.
- Approved family visits will resume face-to-face at designated locations.
- Youth within the Supervised Independent Living Programs will be permitted to work and attend post-secondary school or training.

Level Four- Green is sustained for a period of two weeks

- Youth will be permitted to participate in approved day passes and home passes including overnight stays.
- Admission cohorts will be discontinued and direct program referral including emergency shelter will resume.
- Staff members will be permitted to travel and attend external meetings, trainings, and take part in committees or specific stakeholder engagement activities.
- Routine dental exams, cleanings, and restorative work as well as initial and annual health examinations will resume.

All other safeguards and practices that were implemented over the past several months will remain in place and be evaluated on a regular basis.

Should you have any concerns with the points listed above, please contact one of the administrators listed below.

Mark Mortimer, Chief Operating Officer (724) 804-7011

Jon McLister, Vice President of Residential Services (724) 804-7007