

REOPENING PLAN



JULY 1, 2021

Fontana Resources *at Work*
Authored by: Sylvia Anderson



Transportation

Vaccination Policy

COVID-19 Vaccinations

Fontana Resources at Work (FRW) recommends that staff and participants receive a vaccination to protect themselves and others from COVID-19. If you choose to be vaccinated, we ask that you consider placing your vaccine record in your medical file in the HR office; or, in the case of participants on file with your case manager. You may sign a consent form allowing FRW to inform participants, their families or care providers, and employees of your vaccination status when requested. FRW will utilize cohorts that will include individuals with like decisions regarding vaccinations. Adjustments may need to be made on how some employees or participants will deliver/receive services (i.e., alternative or traditional methods as allowed by vrending or certifying agencies).

FRW management will make every effort to protect our employees and participants.

FRW DOES NOT MANDATE COVID-19 VACCINES

References:

SAFETY OF COVID-19 VACCINES

<https://www.hopkinsmedicine.org/health/conditions-and-diseases/coronavirus/is-the-covid19-vaccine-safe>
<https://www.cdc.gov/coronavirus/2019-ncov/vaccines/safety/safety-of-vaccines.html>

Facts About COVID-19-Vaccines

These facts come from the World Health Organization. They correct common, untrue rumors about coronavirus (COVID-19).

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019>
<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/covid-19-vaccines>

- Vaccines are thoroughly tested for safety before they are approved.
- COVID-19 vaccine development was accelerated without impacting safety.
- Vaccine side effects are usually mild.

CONSENT FORM:

Date: _____

Name: _____

Circle one: employee / participant

For employees:

Do hereby give Fontana Resources at Work consent to inform a participant and members of their family or care provider of my vaccination status when requested and only for the purpose of performing my duties as a Direct Service Provider.

Signed: _____

Position: _____

Expiration: Upon termination of my employment, whether voluntary or involuntary, or when no longer needed as determined by FRW or vendoring/certifying agencies.

For participants:

Do hereby give Fontana Resources at Work consent to inform other group participants and members of their families or care providers and employees of FRW of my vaccination status when requested for the purpose of program participation.

Signed: _____

Program: _____

Witness (if needed) _____

Relationship: _____

Expiration: Upon termination of services, whether voluntary or involuntary, or when no longer needed as determined by FRW or vendoring/certifying agencies.

FRW SAFE WORK ENVIRONMENT POLICY

Fontana Resources at Work (FRW) has established the following safety regulations for being transported to and from program/work. Safety regulations are established to maintain your and our participants safety. It is the responsibility of management to enforce all safety regulations and to set the example for staff and participants.

All management/staff/participants will be expected to re-visit and complete all safety training procedures. Trainings will be provided electronically, and record of trainings will be kept on file in the HR office. Transportation Manager and Drivers will be expected to conduct safe riding training with participants. FRW will take into consideration the needs of each individual and will plan routes and alternate routes to accommodate the safety of its staff and participants. Staff and participants will be expected to wear masks while in FRW vehicles. Each vehicle will be wiped/sprayed with disinfectant before and after each day and between routes. No more than 3 participants and one driver will be allowed in each vehicle, or in accordance with federal, state or county guidelines. All participants need to wash hands regularly, and before and after entering a vehicle.

Staff and participants are expected to conduct self-assessment wellness checks prior to entering vehicles. If you do not feel well, you are expected to stay home. If you suspect that you have been exposed to COVID you will need to report to HR immediately and follow State and County guidelines for testing and isolation. HR can assist you with questions if needed. It is important that you report your results and follow all instructions given you by your Dr. We best control an outbreak by having information as quickly as possible and letting all who may be affected to know immediately so that precautions can be taken.

What to do if you believe you have been exposed:

- Report, by phone, to HR immediately that you believe you have been exposed and with which FRW staff/participants you have been in contact. HR will handle contacting those whom you believe have been exposed.
- Obtain a COVID-19 test and quarantine until results are received.

-
- Report results of test to HR.
 - If negative, return to work as usual, unless you are ill from other infections. Return upon advice received from your Dr. or symptoms have cleared.
 - If positive, follow your Dr.'s instructions and return to work when you have been released from your Dr. care. Release will be required before returning to work.

Please check our COVID-19 Bulletin Board for updated information.

Communication Protocols

All staff, participants and/or their representative should give 1-day prior (if possible) notice when they will not be attending or have need of transportation services.

If you are not attending due to illness, you should NOT inform driver in person, but call giving plenty of notice for driver and other participants to avoid contact or exposure.

FRW HR office will inform participant and/or care provider immediately upon notice being given of any illness or exposure from other participants or staff that may have come in contact with you.

EXIT PROCEDURES

For the health and safety of participants and staff, it is important that while utilizing transportation services all concerned follow the safety regulations established by FRW. Every effort will be made to work with participants who, due to sensory or other disability related concerns, have difficulty with masks, sanitizers, etc. FRW will seek alternative routes to assist participants to arrive at their destination safely. It is not fiscally possible for all participants to be transported individually to and from their destinations.

If all precautions and efforts to provide services to meet the needs of the participant have met with resistance or do not meet the needs of the participant, FRW will contact regional center service coordinator to discuss further actions that may need to be taken up to an including termination from services.



SUMMARY

FRW will provide traditional transportation services to all participants authorized for services.

A handwritten signature in blue ink, reading "Sylvia E. Anderson", written over a horizontal line.

Sylvia E. Anderson, Executive Director
Fontana Resources at Work

APPENDIX A

FRW POSTINGS
FOR
COVID-19
CDC GUIDELINES

<https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc>

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19>

<https://sbccovid19.com>