



## Weekly Update re: COVID-19

*from Gil Fonger, President & CEO*

March 17, 2020, 2:00 p.m.

- **NO 'DAY PASSES'**

In keeping with the latest guidance by IDPH and CDC, and in our continued efforts to mitigate the potential spread of COVID-19 to residents and staff, effective immediately, parents/guardians **CANNOT take their loved ones out on a day pass**. If they do, the resident cannot return until visiting restrictions have been lifted.

- **VISITATION RESTRICTION EXTENDED**

Out of an abundance of caution, **we have extended the no visitor restriction through April 15**, with the exception of essential visitors only (those for residents receiving hospice services, residents with dementia, or residents receiving documented psychosocial supports). This restriction follows guidelines of IDHS.

- **CDS TEMPORARY CANCELLATION**

In response to COVID-19, the Illinois Department of Human Services (IDHS) Division of Developmental Disabilities (DDD) is taking extra precautions to keep individuals with intellectual and developmental disabilities safe and providers supported during this time. Therefore, it is their decision that all **Community Day Services (CDS) sites will be closed Tuesday, March 17 through April 15**. This timeline may be adjusted by IDHS as the COVID-19 situation changes. During this time, a modified programming and activities plan will be put in place for all of our residents in their homes, utilizing social distancing and standard precautions.

Community Clients who participate in the Marklund CDC programs will unfortunately not be able to visit Marklund sites during this time. Please reach out to your administrators, nurse managers or Qs with questions or concerns.

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- **HIPAA STILL APPLIES TO ALL**

Please remember that HIPAA regulations still apply to protected health information of **residents, students, clients and staff** during this time. The federal government has not waived any restrictions on disclosure regarding COVID-19. There are only specific situations under which Marklund can and will share the minimum amount necessary of protected health information of those we serve and our employees:

- Treatment purposes
- Public Health activities
- Certain family, friends, or other individuals involved in the care of that person

Marklund will continue to communicate with you regularly during this time regarding any updates or changes in the situation. If you have any questions or concerns regarding HIPAA, please feel free to contact Wendy Berk, HIPAA Security & Privacy Officer, at 630-593-5433 or at [wberk@marklund.org](mailto:wberk@marklund.org).

**Marklund employees** are required to follow HIPAA law and may not share protected health information **about the individuals we serve or about other employees.**

**Parents/legal guardians:** Marklund staff is not able to discuss the health of another resident or staff member **with other residents' family members.** While parents and guardians are not legally required by HIPAA law to protect such information, we ask that everyone help us maintain the dignity and privacy of all of our residents and staff by not discussing such health information with anyone else.

- **STAFF: WATCH YOUR EMAIL & UPDATE PHONE NUMBER IN ADP:**

Marklund Staff should regularly **monitor your Marklund email** for updates to our policies/procedures during this time. Call the front desk staff or IT team (Tom or Wendy) to reset passwords if needed. Also, please check your ADP profile to make sure your mobile phone number is correct as that is one way Marklund will send out immediate messaging if needed.

- **CHANGES IN POLICIES**

In an effort to assist staff members with family situations that have developed from the state restrictions put in place due to the COVID-19 pandemic, Marklund's Human Resources Department temporarily modified **Marklund's Absence Policy** for MHC, MPC and MWC staff, and emailed it to all staff on Sunday, March 15.

In addition, Day School staff also received a temporarily modified Absence Policy from Paula Bodzioch, Director of Education. Contact Human Resources staff with questions.

**REMINDER:** Anyone who has questions about COVID-19, may contact the Illinois Department of Public Health at 800-889-3931 or email at: [dph.sick@illinois.gov](mailto:dph.sick@illinois.gov).

**Questions for Gil Fonger? Call him at 630-593-5476 or email [gfonger@marklund.org](mailto:gfonger@marklund.org).**