



March 12, 2020

Dear Marklund Parents and Guardians:

We know you are all concerned about the Covid-19 situation, so I wanted to inform you about what Marklund is doing to keep our residents, students and staff as safe as possible during the evolving situation with the Coronavirus.

We have created a Coronavirus Action Team and are following guidelines put forth by the U.S. Centers for Disease Control (CDC) and as well as the Illinois Department of Public Health. Based upon their most recent guidance, Marklund will now be implementing several extra health measures to protect our residents, staff and students.

- **Effective at 8 p.m. Thursday, March 12, visitation with residents at all Marklund residential and day service facilities will be restricted to essential visitors only.** Per IDPH, essential visitors are defined as those for residents receiving hospice services, residents with dementia, or residents receiving documented psychosocial supports. Signs will be posted at all facility entrances announcing Marklund's visitor restriction policy. Supports will be put in place to allow "virtual" visitation via Skype, FaceTime, phone calls, video chats, etc. between residents and their family and friends. **Be assured, as always, you will be notified by staff if there are any concerns with regard to your loved one during this visitation restriction.**
- Residents may be taken home by Guardians at this time, however residents will be screen for temperature before returning to the facility. If the resident has a fever of **100.0° F** or higher, they will have to remain with their Parent/Guardian and may not return to the facility until they have been fever-free for a minimum of **72 hours**.
- All Marklund staff and agency staff will be prescreened for fever prior to the start of each shift. Employees with a temperature of **100.0° F** or higher will be sent home and counseled not to return to work until they have been fever-free for a minimum of **72 hours**. A Marklund staff nurse may also send an employee home at their professional discretion even if that employee does not have a fever of **100.0°F** or more. **Staff that are sent home should be self-screening per Public Health Department recommendations.**
- Certain contractors, vendors, or other agents that are considered as "employees" under IDPH guidance will be prescreened for fever prior to any work in a Marklund facility and will be asked to leave if they have a fever of **100.0°F** or higher.
- The Marklund Volunteer program has been suspended through April 30, 2020, at which time this practice will be reevaluated. Volunteers who work exclusively in the office may still perform their tasks, but will be monitored for potential illness under the same guidelines as staff.
- Resident community outings and non-essential appointments are suspended through April 30, 2020. Necessary medical appointments outside of Marklund will still occur.
- Staff who are known to have traveled will be asked their destinations. Travel within a country/area defined by the CDC as Level 3 or Level 4 travel risk for COVID-19, or any travel

upon a cruise ship, will require a minimum of 14 days of quarantine from work before returning Marklund. In addition, if an employee discloses certain exposure to an individual known to have COVID-19, they will be quarantined from work for a minimum of 14 days before being allowed to return.

- Outside transportation companies for Community Day Services (CDS) clients and Marklund Day School students will be asked to meet Marklund staff at a facility door to drop their client off/receive them at the end of their daily program. Delivery of non-essential items (such as staff food, flower delivery, etc.) will be made at the facility door.
- Tours of Marklund buildings with residents or clients will be temporarily halted.
- Additional cleaning of high touch areas will be instituted at all Marklund facilities and appropriate staff will be trained in the effective use of EPA-registered cleaning agents that are known to kill coronavirus.
- Weekly communications will be distributed to staff and parents/guardians every Tuesday, or more often as needed, with updates on Marklund's COVID-19 response.

All the above restrictions and precautions are to be considered effective as of today, March 12, 2020, but we will evaluate the situation daily and implement further recommendations by public health officials as needed. Please know that our primary goal is to keep our residents, your loved ones, and our staff safe.

We appreciate your understanding during this difficult time. Please feel free to reach out to me at 630-593-5476 or at gfonger@marklund.org.

Sincerely,

Gil Fonger,
Marklund President & CEO

3.12.20 1:30 p.m.