CADES Building Hope, Transforming Lives.

June 28, 2020

Dear Parents and Caregivers,

We hope that this letter finds you healthy and safe as together we remain vigilant to mitigate the impact of a resurgence of COVID-19. As you are aware, Delaware County moved into Green Phase on June 26th and we are sure that you have been wondering what this means for CADES Adult Day Program. This letter is lengthy, I apologize in advance.

Shortly after the shutdown, we began offering socialization groups via Zoom and In-home support services with the goal of keeping our individuals engaged and connected with the CADES community. During this time, our administration has remained diligent in our efforts to seek clarity from state and local officials for guidance on reopening. Unfortunately, there is still more unknown than what is known.

Our priority through the duration of this pandemic has been the protection of every life to the best of our ability, including the individuals we serve, our staff and families. We have experienced first-hand the virulent and contagious nature of COVID-19; and the level of susceptibility of the individuals we serve to contracting the virus. As we plan, we have had to ask ourselves this very important question:

*How will CADES Adult Day Program provide a **safe & meaningful program** to the people we serve until a vaccine is developed?*

***Under the new guidelines set forth by the CDC and Department of Health for transition into yellow phase CADES is required to:***

- Limit gatherings of no greater than 25 people including staff, program specialists and administrators.
- Ensure that all staff and individuals maintain 6 feet social distancing to the maximum extent possible.
- Ensure all individuals can wear a mask independently to integrate in the community.
- Assure an adequate supply and distribution of all PPE.
- Ensure proper screening and tracked for temperature, symptoms and exposure risks.
- Conduct vigilant disinfecting, sanitizing and cleaning of the building, vans and all high touch areas.

***How will these guidelines impact the Adult Day Program?***

As we carefully reviewed these requirements, and set them alongside our most vulnerable population, we came to the decision that opening up the Adult Day Program prior to the distribution of a successful vaccine will not align with best practices for health and safety. This decision comes at potentially great cost to the individuals we serve, you as their caregivers and families, and the staff at CADES.

We have experienced first-hand in the CLA the virulent nature of COVID-19 and its impact on the individuals we serve and the staff who serve them. We had a belief early on that COVID-19 would be a formidable foe for the individuals we serve, and that has proven to be true in some cases as we grieve the loss of six individuals we called family. Yet, many others, just as fragile, made full recoveries. It is too early to draw conclusions, but we have learned much on how to prevent contracting the virus and mitigating the spread. The following data represents CADES CLA incidents during the first 16 weeks of the Pandemic:

| Individuals | Staff |
|---|---|
| 19 positive cases in 9 homes | 27 Positive cases in 13 homes |
| 33 negative cases in 13 homes | 11 Negative Cases in 9 homes |
| 6 deaths | 32 no test – 14 day quarantine at home |
| 13 fully recovered | 25 of 27 fully recovered |
| Last positive case: 5/15/20 | Last positive case: 5/28/20 |

The set-up of CADES facility-based Adult Day Program is akin to a Skilled Nursing Facility or Nursing Home. However, unlike these facilities who could sequester individuals to their rooms, every room at CADES is a group room where social distancing is impossible. The virus spreads silently. By the time we would have knowledge of a possible case, cross-contamination will have already occurred.

***Our objective is to keep the Adult Program on operational "life support" for the upcoming year***, providing programming options that keep our individuals involved and staff working so that when the time comes to "reopen" we can do so without losing even more momentum. At this stage of planning, CADES Adult Day Program will lose well over $4 million in revenue which will result in a loss of $150 thousand for the year, with many unknowns still in front of us in the year to come. Any revenue we can bring in for the program will go to defray the cost of staff salaries, but does not cover them, or the operating overhead.

The Adult Day Program is very important to all of us, including you and your family, future graduates from our school, over seventy-five staff and many more. We are going to do everything we can to try and sustain the program until a successful vaccine can be widely implemented. As such, here is our current operating stance:

1. The Adult Day Program will focus on delivery of programming to the individuals living at home to maintain our connection and relationship.

2. The staff supporting the Adult Day Program will be reduced, with many reallocated to manage expenses but also keep a core team operational so when the program can fully open-up, staff are available and ready. Unfortunately, this has translated into the very difficult decision to lay-off (17) staff, a decision we do not take lightly at all.

    a. The Program Director, Leslie Forster has been laid-off. Judy Lau, Senior Director of Adult Services who oversees the CLA will provide direction to the Adult Day team.

    b. Assistant Director, Maria Kane and Program Specialists, Debbie Johnson, Bridget Finn, Donna Jones and Jeffrey Jones will support the Adult Day Program full-time.

    c. Nurse, Bobby Graham, Program Specialist, Blaire Cain and Program Manager, Shaina Robinson have been reassigned to the CLA. All three hope to return to the Adult Program in the future.

    d. DSPs who are not providing "in home" services to Adult Day participants have been reallocated to the CLA.

3. We will provide Virtual groups via zoom, in-home supports and small community-based activities based on CDC guidelines as long as we have the support from our Adult Day community to keep the programs running.

Closing the bulk of the Adult Day Program operations has had a huge impact on the organization as a whole and we need your assistance more now than ever.

### *What can you do for CADES?*

In order to rebuild the Adult Day Program, and keep our employees working, we need you and your son, daughter or important person in your life to make some important choices. CADES Adult Day Program will be offering the following services while we continue to look for other inventive ways to provide programming. We need your consistent participation.

1. **Zoom Groups:** Provide adult education, socialization and virtual connection to community events. Classes will be offered 2-4 times daily from Monday through Friday.

2. **In- Home Supports**: Match your loved one with a CADES staff to provide individualized services that align with choice and desire. Supports could include acquiring, maintaining or improving skills such as personal care, safety, socialization or health and wellness. Staff will provide a daily routine consisting of engagement, companion care, walks, games & crafts. In-home supports are provided Monday through Friday up to 7 hours daily.

3. **Community Participation:** *Coming soon,* CADES will provide opportunities for our individuals to explore community centered interests, hobbies, and activities in small groups of two or three. Door-to-door pick-up by CADES transportation will be provided for scheduled trips and outings.

### *Wearing a mask – Can my loved one do so? For how long? Is it safe for them?*

The ability to wear a mask independently and for sustained periods of time allows for greater participation in the community and a return to small gatherings at CADES. What we have found is that wearing a mask is not out of the question for a number of individuals, but it does take education, practice and reinforcement.

Please consider completing an assessment for mask and shield use at CADES. Cindi Clark, OTR/L is an Occupational Therapist and COO at CADES who will schedule a time to complete a mask assessment with your adult day participant. Once the assessment is completed, we can utilize the information to discuss opportunities and supports available to possibly improve tolerance over time and/or support the individual in the safest environment that meets their needs. Mask assessments will occur throughout July beginning the week of July 6th.

### *We need your participation more now than ever.*

When you receive your call from CADES, we will be looking for your commitment to participate. We are also interested in any good programming ideas you may have in mind. We sincerely hope you will remain a member of the CADES community by making a choice to participate in Zoom Groups, In-Home Supports and/or Community Participation. For some families who must return to work, we understand you may need to find an alternative program. We will support you and your SC in this endeavor and will always have an open door for your loved one in the future. We understand you are counting on CADES to keep the Adult Day Program operational and we are counting on you to remain an active member of the Adult Day Program.

We are wishing you wellness and look forward to speaking to you in the upcoming weeks. You can reach any of us below via email or by calling our number listed below.

Most Sincerely,


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