

# EFFECTIVE 8/17 MASK POLICY UPDATE

Effective as of August 17<sup>th</sup>, the following updates will be made to our COVID rules and regulations

TOPIC	RULE
<p><b>Masks - Indoors</b></p>	<ul style="list-style-type: none"> <li>• Masks are required by all staff in common areas (hallways, bathrooms, conference rooms, etc.)</li> <li>• Staff must continue to wear a mask <u>unless they are alone in their office</u></li> <li>• Anytime there are two or more staff in the same office, parties must be masked (including when a staff person enters another staff persons office to ask a question)</li> <li>• Vendors and Visitors must wear masks.</li>   <li>• If staff are having lunch in lunchroom, conf room at Chestnut, etc. they can take it upon themselves to ask staff if they are vaccinated, if staff are concerned about this.               <ul style="list-style-type: none"> <li>• Mask goes on before and after eating while in building.</li> <li>• While at outside picnic tables, follow above.</li> </ul> </li> </ul>
<p><b>Masks – Outdoor Gatherings</b></p>	<p>Regardless of whether social distancing is met, when there is at least one unvaccinated party present for an outdoor gathering, ALL parties must be masked</p>
<p><b>Conference Rooms</b></p>	<ul style="list-style-type: none"> <li>• Staff, Clients and families can meet in the conference rooms with masks on and staff need to clean down room afterwards with 6 feet distancing. Cleaning products provided.</li> </ul>
<p><b>Client Facing Programs</b></p>	<ul style="list-style-type: none"> <li>• Client facing programs need to have in person contact with clients, as stated in the DHHS guidance</li> </ul>