SUNSHINE RN, PT, OT SLP & PSYCHOLIGY PLLC
RE-OPENING PLAN

Sunshine RN, PT, OT, SLP & Psychology PLLC is a private Special Ed Preschool program located on the campus of Sunshine Children’s Home and Rehab Center.

Sunshine Children’s Home and Rehab Center is a 54 bed licensed skilled nursing facility for medically fragile children. As per regulations, Sunshine Children’s Home maintains compliance to State (10 NYCRR Part 415.19) and Federal (42 CFR 483.80) regulations requiring a high level infection prevention program. Sunshine RN,PT,OT,SLP & Psy PLLC adheres to these strict policies and procedures including the management of Covid 19. The program has oversight by Dr. Natalie Neu- Pediatric Infectious Disease Specialist and Maricris Nee RN Infection Preventionist. All infection prevention and management policies are incorporated and applied to all employees of the Preschool Program and those who may have direct contact with the residents of the home.

Sunshine RN, PT, OT, SLP & Psychology PLLC will implement several strategies to maintain health and safety of students and children in the program in providing in person Preschool Special education program. This re-entry plan is guided by the health, safety and welfare of each member of the school community, as well as their family members and caregivers.

RE-OPENING IN-PERSON INSTRUCTION

I. PEOPLE

A. SOCIAL DISTANCING AND FACE COVERING

Sunshine Preschool is a Special Ed preschool program with a staff ratio of 8:1:2. Social distance will be maintained between staff at all times with no less than 6 feet in-between. In addition floor markers indicating 6 feet for student seating areas/wheelchairs are placed for easy identification. Classroom census will be further subdivided to reduce the total number of students by 50%. A Group #1 & Group #2 are established that limits the classroom to no greater than 4 students at one time to further allow for greater social distancing. See example below:

CLASS SIZE: MODIFIED
- A Class will be divided into 2 groups, (1) the AM group of 4 students and (2) PM group of 4 students.
- A classroom will have a minimum of 2 staff members and 4 students
- Each group will have 1:1 and group experience throughout the day.
- Both groups will have a full day opportunity to participate in an in-person education and related services as shown below

<table>
<thead>
<tr>
<th>Schedule</th>
<th>Classroom</th>
<th>Child location</th>
</tr>
</thead>
<tbody>
<tr>
<td>AM</td>
<td>(Group -1)</td>
<td>(Group -2)</td>
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</tbody>
</table>
FACE COVERING
Sunshine provides face coverings each day to be used by all staff within the school program. Masks are provided at the onset of health screening and are available to change as needed. Through Sunshine Children’s Home and Rehab center all PPE supplies are in stock for an ongoing minimum of 90 days supply.

CLASSROOM
Staff
- All staff are required to wear a mask at all times. Masks are to be removed only when in designated spaces for eating a meal where social distance barriers are in place.

Students
- Sunshine Preschool students are predominately oxygen and ventilator dependent. Their level of complexity does not allow for face coverings to be safely worn. Sunshine Preschool children are inpatient only and are never tended to by staff without a mask worn thus reducing their risk.

OTHER ACTIVITIES
- Use of facility grounds for 1:1 walks as deemed medically appropriate during school hours.
- Virtual group events, gathering or meetings will be in place as deemed appropriate to promote social distancing of at least 6 feet between people if event is held.
- Nonessential visitors, volunteers, and other activities involving external groups or organizations are restricted.
- Field trips will be provided virtual at this point and for any other student assemblies or parent meetings.
SPACE CONFIGURATION
- A Class will be divided into 2 Class Cohort Model, (1) the AM group of 4 students and (2) PM group of 4 students.
- A classroom will have a minimum of 2 staff members and 4 students
- Distancing markers will be posted to denote six feet of spacing in the classroom
- Related services will be provided out of the classroom or pulled out to a different location to ensure appropriate distancing

SCHEDULES
- Preschool students do not require busing transportation since they live on campus. Students are brought to the classroom by caregiver or school personnel with sign-off/clearance from the Nurse at the home.

SIGNAGE
DOH COVID 19 Signage are posted throughout the building including other public health protections signage against COVID 19 to remind all individuals to stay at home when they feel sick, use of mask at all times in accordance with Sunshine’s Infection Prevention and management of COVID 19, appropriate distancing requirement of 6 feet, appropriate hand hygiene and respiratory hygiene and respiratory etiquette.

B. GATHERINGS

MEALS
- Preschools students at Sunshine are enteral fed based on current fall census. Feedings are individually administered by the School Nurse in the nurses office and not part of the classroom.
- For any children who may be fed by mouth a separate location will be defined that ensures safe distancing.
- School staff lunch schedules are coordinated in a staggered rotation and provided in a separate location. Tables for dining are separated with a plexiglass barrier between each diner.
- There is also an outdoor seating area that accommodates a max of 1 staff per table.
FACULTY AND STAFF MEETINGS
• For meetings up to 8 people, social distancing will be maintained at least 6 feet between participants.
• For any meetings greater than 8 people, teleconferencing or video-conferencing are encouraged.

VENTILATION
• Ventilation with outdoor air by partially opening windows in the classroom will be implemented with medical clearance from medical provider.

COMMON AREAS
• Dining Area – staff follows staggered schedule to prevent congregation of staff at any given time
• Outdoor dining areas are available for single person use

C. OPERATIONAL ACTIVITY

COHORTS
• Preschool Classroom follows a Cohort Class Model where students are divided in to 2 groups. The same group of student attends classroom activities each day at the same time in a rotation basis.

IN PERSON INSTRUCTION
• To maximize in-person instruction and accommodate social distancing guidelines, each class will be divided into 2 groups of 4 students.
• We will utilize a shifting or rotating schedules if AM and PM classes.
• A classroom will have a minimum of 2 staff members and 4 students
• Each group will have individual and group /classroom experiences throughout the day.
• All related services sessions will be provided in a separate location to accommodate distancing in the classroom
• Both groups will have a full day opportunity to participate an in group and individual class instruction and receive related services throughout the day.

D. MOVEMENT AND COMMERCE

SHARED OBJECTS (School supplies, toys and other objects)
• Items that are difficult to clean and disinfected will not be shared with another student.
• Each child’s belongings are separated from others and in individually labeled cubbies.
• Materials and equipment used in group will be clean and disinfected before and after or between use.

STUDENT DROP-OFF AND PICK-UP
• All students of Sunshine Preschool reside on campus in a Skilled Nursing Home. Students are brought to the classroom by nursing caregiver or preschool staff with individual clearance from the nursing home nurse and vice-versa after school hours.

II. PLACES

A. PERSONAL PROTECTIVE EQUIPMENT

Sunshine provides personal protective equipment (PPE) to be used every day by healthcare personnel and school staff in contact with children to protect themselves, students, patients, and others when providing care.

All staff is required to wear a mask throughout the shift and maintain 6ft in common areas while on campus. Sunshine allows staff to provide their own protective face coverings, as long as they adhere to the minimum standard of protection.

Sunshine maintains an ongoing 90 day supply of PPE’s at all times to ensure sufficient supply is on hand.

B. HYGIENE, CLEANING AND DISINFECTION

HAND HYGIENE

It is the policy of Sunshine Children’s Home and Rehab Center that proper hand hygiene protocol is followed to prevent the spread of infection.

Indications for Hand Hygiene

• Immediately when arriving and leaving work
• Upon entering and exiting a classroom
• Before and after donning & removing gloves
• Before and after direct resident/student contact
• Before and after the caring for each resident
• Moving from a contaminated to a clean body site
• After contact with inanimate objects in resident’s immediate environment
• After handling blood, urine or other body fluids
• Before and after eating
• Upon leaving the restroom
• After performing cleaning duties or handling garbage

The following environmental infection control practices are a standard part of Sunshine’s practice:

Hand Washing:

Sunshine Preschool have 3 hand washing stations equipt with soap dispenser and paper towels, 1 on each bathrooms and the Nursing Office. All staff members will adhere to the following procedures in washing hands.

Hand wash technique with soap and water

1. Turn on water and adjust flow and temperature.
2. Wet hands and wrists.
3. Apply soap to hands and wrists, rub vigorously into lather. Rub one hand against the other, back of hands, palms and thumbs. Work suds between fingers and hands up onto the wrist. Rub fingertips in palm of hand.
   **Allow for 20 seconds of friction.**
4. Rinse hands well with hands slanted down into sink.
5. Dry hands.
6. Turn off faucets with a new, clean towel in hand as a barrier.
7. Discard towel.

Note: A minimum of 1 minute is required time for the entire soap and water handwashing procedure.

Hand Sanitizing:

Alcohol-based hand sanitizers are available in all entryways, all students’ spaces/classrooms and all common areas. All staff will adhere to the following procedure in decontaminating of hands with alcohol based hand sanitizer:

Decontamination of hands with alcohol-based hand sanitizer

1. Gel/Foam:
   a. Apply product to palm of one hand by pressing on pump. Use enough gel/foam to cover entire hands and fingers.
   b. Rub hands together, covering all surfaces of hands, finger and nails. Use friction until dry.
2. Hand Wipes:
   a. Use 20 seconds of friction and allow to dry.
   
   **Note:** Alcohol-based hand sanitizers are actually more effective than soap and water in killing bacteria and viruses that cause disease. However, there are some occasions when it is necessary to wash with soap and water:
   
   - After using the bathroom
   - After changing a diaper
   - Before and after preparing food and eating
   - When your hands are visibly soiled.

EDUCATION

The Director of Education will provide educational tools for all staff reviewing signs & symptoms of COVID-19, PPE use, hand hygiene, social distancing and high touch areas.

CLEANING AND DISINFECTION

Cleaning & Disinfection Preventing and mitigating the spread of COVID-19 in our preschool is the top priority. Environmental infection control practices are essential to reduce the risk of the virus entering our school. Sunshine follows the environmental infection control in health care settings guidelines from the CDC website: Guidelines for Environmental Infection Control in Health-Care Facilities and Guidelines for Isolation Precautions.

Sunshine Preschool follows a rigorous environmental cleaning and disinfection procedures in a daily basis and as needed utilizing Cleaning and Disinfection logs kept by Housekeeping. It is supervised through ongoing walking rounds and random audits. This ensures that proper procedures are followed consistently and correctly.

High Touched Surfaces

High-touch surfaces are surfaces that are handled many times throughout the day by various users. This makes them a pool for Bacteria and Viruses. “High Touch” stickers are applied to these surfaces to help staff be aware that they should be using hand hygiene BEFORE and AFTER touching it. Use of disinfectant cloth to wipe down high touch surfaces will be used routinely during the day.

The following EPA- approved products are used for cleaning as deemed effective against COVID 19.

- CLOROX #30826 Hydrogen Peroxide Cleaner Disinfectant Wipes
• ECOLAB # 75        Peroxide Multi-cleaner & Disinfectant (mopping)
• ECOLAB #50         Concentrated Glass Cleaner
• ECOLAB #93         Concentrated Acid Bathroom Cleaner
• ECOLAB #A-456  Concentrated Disinfectant cleaner
• ECOLAB #77         Bio-Enzymatic Odor Eliminator
• AJAX                     Oxygen Bleach Cleaner (Porcelain sink & bowl cleaner)

Sunshine also employs the use of a Bioteq hydrogen Peroxide disinfection system and has incorporated this system into the routine cleaning process. Since Covid 19, the use has been increased to include a higher frequency of preventative disinfection.

Current schedule includes but is not limited to:

• Any room where a child tested positive for Covid the room underwent a terminal clean and Bioteq process.
• Any child who displayed s/s consistent with a presumed viral illness- tracing of childs contacts were done and Bioteq was used in all identified spaces.
• Common areas are cleaned and Bioteq on an ongoing weekly schedule.

CLEANING AND DISINFECTION FOLLOWING SUSPECTED OR CONFIRMED COVID 19 CASE

• The classroom will be closed for cleaning and disinfecting if a student was found COVID19 positive while in the classroom
• All areas used by student or employee who is sick will be cleaned and disinfected.
• Classroom where a child/student tested positive for COVID will be cleaned and disinfected.
• The area will be terminally cleaned using Bioteq hydrogen Peroxide disinfection system.
• Once the area has been appropriately cleaned and disinfected, it will be re-opened for use by individuals without close or proximate contact with the person suspected or confirmed to have COVID 19 (Sunshine follows the DOH guidance for employees returning to work following COVID19 exposure or infection)

C. COORDINATION AND PHASED REOPENING

Sunshine has a designated Infection Control Team. The Team is run by an Infection Preventionist with an Infectious Diseases Physician, Medicine, Nursing and Administration. The Infection Control Team assumes continuous compliance with all aspect of school reopening plan.
III. PROCESSES

A. SCREENING AND TESTING

HEALTH SCREENING AND TESTING CHECKS

Health Screening and temperature checks are mandatory at Sunshine employees, students, essential visitors and vendors or for any individuals who enters Sunshine facilities. It is highly encouraged that all staff performs health screen and temperature check prior to entering Sunshine facilities and stay home when sick. Staff may be required to be quarantined or tested for COVID 19 after international travel or within certain states with widespread community transmission of COVID, pursuant to current CDC and DOH guidance as well as Executive order 205.

- All staff entering the building will be required to complete a health screening prior to shift, including temperature check.
- Student health screenings are performed in the Nursing Home where the student resides. Students who go to Preschool Classroom have to be medically cleared prior to sending them to the classroom.
- Any students with symptoms of COVID-19 will not attend school until cleared by medical provider.

POSITIVE SCREEN PROTOCOLS

- If staff present with a positive screen, staff will remain in a designated area until spoken to by Infection Preventionist/Director for possible exposure history and follow up requirements before they are sent home.
- Any employee or students who have recently had contact with a person with COVID 19 is to stay home /Quarantine and monitor their health. Staff will immediately contact the Infection Preventionist.

B. SCHOOL HEALTH OFFICES

COVID-19 EMPLOYEE TESTING

In response to NYS Governor Andrew Cuomo’s mandate on May 10, 2020 that has since been updated in 6/9/2020, Sunshine Children’s Home & Rehab Center will be testing all staff twice a week and updated to once weekly for COVID-19. Staff that refuse to be tested will be held off-shift until compliant.

- All Preschool staff are subject and required to undergo mandatory testing once a weekly. Staff that refuse will remain off-shift until compliant.
• Positive cases will remain off shift for a minimum of 14 days and until cleared by the Infection Preventionist.
• Residents/students that have been exposed to a positive case will be placed on contact/droplet isolation, along with the roommates or classmate and be sent to the Home for further medical assessment and/or testing.
  The Infection Preventionist will:
  1. Notify staff and parent classmate of potential exposure either through Smart Notice system or phone call.
  2. Monitor compliance to isolation precautions
• Any staff member who develops COVID 19 symptoms during school day will be immediately separated from the students and other staff members and sent home or to health care facility depending on severity of illness.
• Employee will self monitor and report to Infection Preventionist any exacerbation of symptoms
• Preschool students who are potentially exposed to COVID 19 will be closely monitored in the Home and will follow the facility's policy and procedure in managing COVID 19

Asthma related acute respiratory treatment / care:
• Preschool students who are or may be experiencing acute respiratory issues i.e. increased coughing, increased work of breathing will be sent back to the Home for further medical evaluation and management.
• Only nebulizer treatments that are in-line with the ventilator will be given in the classrooms. Inhalers with spacers will be utilized to the extent possible and may be given in the classroom, with the use of a privacy screen. If a child requires a nebulizer treatment that is not in-line with a ventilator, they will be brought to their rooms for the treatment and then returned to the classroom by the nurse.

EXPOSED CASES
Residents/students that have been exposed to a positive case will be placed on contact/droplet isolation, along with the roommates or classmate and be sent to the Home for further medical assessment and/or testing.

The Infection Preventionist will:
  1. Notify staff and parent classmate of potential exposure either through Smart Notice system or phone call.
  2. Monitor compliance to isolation precautions
SUSPECTED CASES
If a resident/student is symptomatic and is suspected for COVID, the resident/student will be immediately isolated in the Nursing station and sent to HOME for further medical assessment and/or testing.

The Infection Preventionist will:
1. Notify staff and parent classmate of potential exposure
2. Maintain the respiratory line list
3. Maintain a staff tracking grid and cross reference with staff/resident illnesses.
4. Notify other staff of possible exposure

WHEN THE POSITIVE CASE IS A STAFF

- Residents/students exposed to the staff in prior 14 days and on day of reported exposure will be placed on contact/droplet isolation in the HOME and will not return to school. Isolation will remain for 14 days post exposure unless illness occurs.
- Staff will be required to report daily symptoms, including temperature checks to Infection Preventionist
- Staff will not be allowed to return to work unless cleared by Infection Preventionist for a minimum of 14 days and 72 hrs without fever or symptoms.

The Infection Preventionist will:
1. Notify the Infection Control team of a possible exposure
2. Maintain tracing and review staff assignment & possible exposure to residents and other staff.
3. Communicate daily with the staff - monitoring signs & symptoms.
* All decisions about School schedules will be reviewed by the Infection Prevention Team

C. TRACING AND TRACKING

Sunshine follows a strict protocol in the prevention and management of COVID 19 as per required by the Health Department. The Infection Preventionist work very closely with Department of Health to ensure potential transmission of COVID 19 in the facility is monitored and identified timely. Sunshine will assist the State and Local health Department with all contact tracing, isolation and quarantine efforts.
Notification:

The Sunshine Infection Preventionist will:

1. Update tracking grid and monitor for positive cases
2. Notify Department directors of any non-compliance with testing schedule
3. Notify Department of Health of any positive case as soon as results are received.
4. Notify the Infection Control team of a possible exposure & implement precautions as per COVID-19 management policy

MODIFICATION OF SCHOOL OPERATION and/or CLOSURE

School Closure will be made for any school base case of COVID 19. Sunshine Preschool will implement a Remote Learning/Hybrid Service delivery model to ensure continued support and assistance is offered/ provided to all student not affected by the virus.

Remote Learning and Hybrid Service Model

- Virtual Education – Instruction will be done remotely via Google Class Daily
- Related Services will be provided to well students in the home as deemed medically appropriate by the attending Physician.

Operational activity will conducted remotely when appropriate.

Ongoing Communication to parents and staff; internally and externally throughout the school closure process.

For more information or inquiries, please contact:

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