



## **INTEGRITY HOMECARE AND NURSING SERVICE AGENCY COVID-19 POLICY**

Our concern at Integrity Homecare And Nursing Service Agency is to provide a safe work environment for our caregivers and to ensure the safety of our clients. All employees are asked to follow these rules to sustain a healthy and safe workplace environment.

Due to COVID-19, Integrity Homecare And Nursing Service Agency is taking the following proactive steps to address concerns and we ask all of our caregivers to cooperate to reduce the risk of transmitting COVID-19. We are committed to keep all health and private information confidential.

1. Caregivers are required to log in their temperature at least one hour prior to their assigned check in time. If you have a fever or any of the following symptoms specified by the Center For Disease (CDC) you are required to call the Administrator at (678) 907-3454 • Temperature 100.4°F or over
  - Cough
  - Shortness of breath or difficulty breathing

If you cannot reach the Administrator you should send him/her a text message with details.

2. If you have a known exposure to a COVID-19 case you should contact the Administrator and go to be tested for COVID-19 immediately.
  - a. You should quarantine for 14 days after your last known exposure and pursue additional testing if symptoms develop.
  - b. Georgia Department of Public Health makes testing available to all Georgians who request it, whether they have symptoms or not.
  - c. The time it takes for your test to come back may vary depending on the lab used.

A copy of the report is to be given to the Administrator who will make a decision on when you should return to work.

3. If you tested negative but have symptoms of COVID-19: A negative test usually means you do not have a COVID-19 infection. However, it is possible that early in the course of your illness, you may not test positive. Therefore, you should still follow recommended home isolation precautions of 14 days. If your illness continues or gets worse, consider calling your healthcare provider.

The Administrator should also be contacted and kept up-to-date on your condition.



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4. If you tested negative and you do NOT have symptoms: A negative test means you were probably not infected at the time your sample was collected. A negative test does not mean that you do not have or that you will not get the virus. You should still take precautions to protect yourself and others including following social distancing, hand hygiene, and cough etiquette guidelines.

You should submit a copy of the report to the Administrator who will make a decision on when you should return to work.

5. If you tested positive for COVID-19 whether you have symptoms or not at the time of testing you must follow home isolation instructions to prevent the disease from spreading to others. After the quarantine period Integrity Homecare And Nursing Service Agency will require you to be tested again.

If you test negative, and you have no symptoms, a copy of your report should be submitted to Administrator who will make a decision on when you should return to work.

6. If you tested positive for COVID-19 and continue to experience symptoms you should continue to follow the recommended isolation precautions of 14 days. If your illness continues or gets worse, consider calling your healthcare provider.

The Administrator should also be contacted and kept up-to-date on your condition.

I acknowledge I have read and understand the above.

Signature \_\_\_\_\_

Date \_\_\_\_\_