



**International Quality Homecare
International Quality PCA
Alpha Services
Omega Home Healthcare**

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MEMO

March 13, 2020

To: All Employees in both Minnesota and Wisconsin
Re: Coronavirus (COVID-19)

The Department of Health has confirmed multiple cases of Coronavirus in Minnesota and Wisconsin.

Nurses and Caregivers need to take appropriate actions in order to protect themselves and our clients. **Before entering a client's home, Caregivers will call the client prior to the visit and ask them if they are displaying or experiencing any of the following symptoms.**

- Runny nose
- Sore throat
- Cough
- Fever
- Pneumonia
- Difficulty breathing (severe cases)

If your client is experiencing these symptoms, advise them to get tested for the Coronavirus at the hospital, clinic or available satellite location. If your client is not experiencing any of the listed symptoms, then normal operation will resume.

If a client does acquire the Coronavirus, their services will be looked at on a case by case basis. International Quality Homecare will be working on acquiring the appropriate PPE for nurses that may need to continue care. Nurses may need amend services, such as preparing medication setup in their car to eliminate as much client interaction as possible.

It is also strongly suggested that caregivers refrain from exiting their home, participating in activities with large groups, properly wash/ disinfect their hands and commonly used surfaces, avoid shaking hands, continue to stay hydrated and ensuring that you have enough provisions to sustain yourself for an extended period of time (i.e. Food, Water, Medications). For the protection of you and our clients, we are requesting that you limit the number of visitors coming into your home.

If you or your client becomes sick, please notify your supervisor immediately and they will contact Compliance. This department will keep track of this information for all offices.

Sincerely,
Compliance Department/
Emergency Preparedness

"Caring People Caring for People" in Minnesota, Wisconsin and Iowa