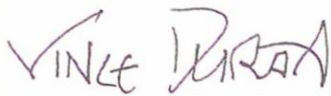


We will notify you if any residents or staff are diagnosed with COVID-19. Should you have any questions, please feel free to contact Helen Purcell at: 740-453-1745 nurses' station at Ext. 107, Missy Miller, Director of Resident Health & Administrative Service at Ext. 101, or the Executive Director Vince Durant at Ext. 106. For additional information, please visit the CDC's coronavirus disease [information page](#).

This is a constantly changing situation that makes it difficult to communicate in a timely manner via regular mail. Please check our website often for any updates or changes to these policies.

I would like to assure you that any restriction that we need to put in place is to help assure we can prevent the spread of the coronavirus to the residents of Helen Purcell.

Sincerely,

A handwritten signature in black ink that reads "VINCE DURANT". The letters are written in a cursive, slightly slanted style.

**Vince Durant,
Executive Director**

Helen Purcell

Founded 1885

3/12/20

To Our Residents and Family Members:

We know many of you are concerned about the spread of COVID-19 (the new coronavirus) and how it may impact us here at Helen Purcell. Ensuring residents are cared for in a safe and healthy environment is our priority. At this time, we don't have reason to believe we have any cases in our facility, however, we feel it is important to keep you apprised of the steps we have in place at this time and those steps that we may need to take in the future.

Since any visit has the potential to spread the virus, we must limit visits to 1 visitor per resident per day. Visitors must be at least 18 years of age. Please call ahead and let us know when you are planning to visit to assure you will be able to do so. All persons who enter Helen Purcell for any reason will be required to stop at our receptionist desk or Nursing Office prior to their visit and have their temperature taken and complete a short health survey. Individuals who are deemed at risk of transmitting the virus or are displaying obvious symptoms will not be permitted to visit and will be required to leave Helen Purcell immediately. Effective March 16, 2020 we will disable the ability for your Helen Purcell key card to open any doors other than our Main Entrance door on Olive Street. We are posting signs on our entryway doors to notify visitors of this policy. Until further notice we will be discontinuing any group activities including our weekly church service as well as limiting the presence of volunteers at Helen Purcell. We are requesting that you limit your trips outside of Helen Purcell as any trip carries some level of risk of exposure to the virus that could be brought into Helen Purcell upon your return. We also are planning to begin serving meals in resident rooms instead of our communal dining areas. There will be no charge for the room service meals at this time.

Depending upon the progression of the Coronavirus outbreak we may need to take further actions in the future including enacting further restrictions. Examples of future actions could be further restrictions on visiting activities. We will post updates to our Coronavirus policies on our web page for your convenience. The web address is helenpurcell.org

Please make sure we have your most current, emergency contact information as well as your e-mail address to help assure we can efficiently communicate with you should there be any new developments. Please send you're your contact information to Missy Miller at missy.miller@helenpurcell.org.

Residents, family members and staff are asked please help prevent the spread of infection by exercising proper hand washing hygiene as well as coughing and sneezing etiquette. We have alcohol-based hand sanitizer stations at our entryways and throughout the building, which you are encouraged to use. Please also avoid shaking hands and hugs with any individual. **If you are experiencing a cough, fever, sore throat, runny nose, and/or shortness of breath, please let a staff member know immediately.**

Helen Purcell is following the recommendations of the CDC as well as the Ohio and Muskingum County Departments of Health on prevention steps, including following strict handwashing procedures, and in many circumstances, wearing gowns and gloves when interacting with residents who present symptoms.

Helen Purcell

Founded 1885

3/19/2020

We continue to follow the directives and advice of The Ohio Department of Health, The CDC the Muskingum County Department and our Medical Director.

Visitors are not permitted unless they are medically necessary professionals.

Residents are strongly discouraged from making visits outside of Helen Purcell.

Any person, including all employees and medically necessary visitors must stop for a short medical screening as well as having their temperature taken. Persons with indications of illness will be required to leave immediately.

Resident meals are being served in their rooms.

All group activities are cancelled.

We have closed our salon for now.

As of now we have no evidence of COVID-19 at Helen Purcell.

Please check our website for any updates.

Thank you for your cooperation in these trying times as we strive to protect the health of our residents and staff.

If you have any question or concerns, please call 740-453-1745 ext.101, if after hours use ext. 107. If you leave a message, we will return your call as soon as time permits.

Thank you for your cooperation.

Helen Purcell

Founded 1885

4/8/2020

Dear Residents and Families,

Effective 4/10/2020 at 5:00 a.m. Helen Purcell will implement an in house quarantine phase.

During this phase, Helen Purcell will be staffed by a selected unit of employees who have volunteered to take up residence at Helen Purcell and provide all services needed to care for our residents on an around the clock basis. These employees will live at Helen Purcell when they are not on duty. Unless they become ill, they will not be leaving our premises, nor will they have visitors during this time.

We are taking this action to help limit the chance of COVID-19 exposures at Helen Purcell.

All other employees will continue to be scheduled on an on-call basis and will be available for work if needed but will not normally be coming and going from Helen Purcell during this time.

Employees who do not need to enter the building may perform their duties if feasible.

Selected administrative staff will be in their offices on the ground floor from time to time but will not be around residents and other staff unless absolutely necessary

We are projecting this phase will last 4-6 weeks but changes will be made if necessary.

We are sorry for any inconvenience this policy might cause but we are striving to keep our residents and staff as safe and healthy as possible during these trying times.

We are confident that the staff involved in this phase will continue the high level of loving care towards our residents that we believe so strongly they deserve.

Please refer to our web-site, Helenpurcell.org for any updates

Thank you,

Vince Durant, Executive Director