

## **Coronavirus / COVID-19**

### **Three Links timeline of key measures and activities - 2020**

**Updated 5-26-20**

#### **March 3: CDC and MDH Guidelines**

Three Links nursing leadership began participating in frequent calls held by the Center for Disease Control and Prevention (CDC), Centers for Medicare & Medicaid Services (CMS) and Minnesota Department of Health (MDH). Continually updated guidelines of these agencies are adhered to.

#### **March 6: Group activities canceled**

Group activities canceled. Began discouraging unnecessary visits.

#### **March 9: Visitor screening**

Began screening all visitors with screening questions and encouraged strict hand hygiene.

#### **March 9: Family communication - visitor restrictions**

A letter was mailed to inform families of the likely upcoming visitor restrictions and encouraged families to stay informed of any updates via [threelinks.org](http://threelinks.org).

#### **March 15: Incident command meetings**

Began daily, virtual incident command meetings with leadership representatives from all of our locations to ensure the best communications and escalation during the Coronavirus outbreak. Contracted Certified Nurse Practitioner provides daily input as well.

#### **March 16: Infection prevention measures implemented: screenings, social distance, hand hygiene, quarantine, etc.**

Initiated more aggressive proactive infection prevention measures and screening procedures.

- Non-essential family visits are prohibited.
- This includes allowing only essential visitors to enter our buildings after passing the screening with a temperature check.
- Any staff members who exhibit symptoms are instructed to self-quarantine at home.
- Hand washing is required of all visitors entering our buildings.
- Additional hand sanitizer locations were added throughout our locations.
- Social distancing measures, increased monitoring and screening of residents was put into place including temperature checks.
- Residents who leave our buildings for an essential appointment must quarantine for 14 days after returning.

#### **March 16: Employee training**

Personal protective equipment (PPE) training and competency done at the Care Center.

#### **March 22: Temperature surveillance**

Began monitoring resident temperatures two times a day. Staff contact Director of Nursing or Infection Preventionist if temperature is above 99.4. Additional respiratory surveillance began for new symptoms.

**March 23: Telemedicine**

Began implementing telemedicine at the Care Center for visits with nurse practitioners per CDC guidelines.

**March 27: Source control**

Began “source control”—all employees and essential visitors to wear fabric or surgical masks when in our settings per CDC guidelines.

**April 2: Family communication – staying in touch**

A letter was sent via email, posted on Facebook and threelinks.org informing families of the latest ways that they may stay in touch with their loved one throughout the Coronavirus outbreak.

**April 7: Employee training**

Assigned COVID-19 education on video platform for Care Center and assisted living employees.

**April 7: MDH survey**

The Minnesota Department of Health visited the Care Center. Three Links passed the Coronavirus Infection Control Survey conducted. MDH also called and consulted with assisted living locations.

**April 15: Hand-hygiene audits**

Formalized hand-hygiene audits implemented at the Care Center.

**April 15: PPE preparation**

Received significant supply of face shields in anticipation of need for PPE.

**April 16: Adult Day Services visits**

Adult Day Services staff socially-distanced visited their clients and gave them activities and air hugs.

**April 20: Dedicated door screeners at Care Center**

Hired dedicated door screeners for the Care Center for throughout day.

**April 23: Outside time**

Assisted living tenants started to get outside a bit as the weather gets nicer.

**April 24: Tracking interactions**

Began contact tracing at MSC with resident interactions.

**April 24: Virtual visits**

Ordered additional iPads for telehealth and virtual visits with families.

**April 28: Video messages**

Care Center chaplain begins weekly messages on “Three Links Northfield” YouTube page to be shared with residents.

**April 29: Separation of memory care and apartments at VOL**

In an effort to prevent possible cross-contamination, The Villages of Lonsdale divides staff – some designated for memory care, others for assisted living. Food service workers not directly interacting with residents. Set up a separate nurses' station in the apartment area.

**April 29: Adult Day Services virtual sessions**

Adult Day Services conducts some virtual sessions with clients.

**April 30: Additional CMS reporting for Care Center**

Director of Nursing is trained on additional, daily COVID-19 reporting required by CMS.

**May 1: Oximetry surveillance**

Began oximetry surveillance at Care Center and assisted living locations of residents twice daily to monitor for any low blood oxygen levels – a symptom of COVID-19

**May 1: Screening**

Added additional screening questions and comprehensive symptoms to screening log for employees and essential visitors.

**May 5: First positive COVID-19 case (employee)**

Received notice of first case of COVID-19 at Three Links – an employee of the Cottages.

**May 6: Family and employee communication – COVID-19 case**

Communication sent out to employees and family and friends of Cottages and Care Center informing them about positive case of employee with COVID-19. Employees were also given talking points for communicating with residents and families.

**May 7: Press release – COVID-19 case (employee)**

Press release sent to Northfield News informing the media about employee case of COVID-19.

**May 8: MDH risk assessment**

Executive Director of the Cottages completed a risk assessment from MDH due to employee with COVID-19. Employee must have two negative COVID-19 tests before returning to work.

**May 8: Supplemental cleaning**

Hired Service Master to conduct an additional cleaning and disinfecting at the Cottage on Forest following employee testing positive for COVID-19.

**May 9: PPE - Eye protection**

Face shields/eye protection and surgical masks worn by employees within 6 feet interaction with residents at the Care Center.

**May 13: PPE - Eye protection**

Face shields/eye protection and masks worn by employees within 6 feet interaction with residents at Millstream Commons, Cottages and The Villages of Lonsdale.

**May 11: Employee communication – limit interaction**

Memo sent out to staff encouraging them to limit and prevent unnecessary trips to other Three Links buildings. Supplies are ordered from the Care Center via email and a contact free pick up is arranged.

**May 20: Threelinks.org update**

“News & COVID-19 Updates” drop down menu added to web site.

**May 26: Adult Day Services – one on one sessions**

Adult Day Services began one on one sessions with clients with disinfection between clients.

**May 26: Family communication – continued visitor restrictions**

Letter mailed to families regarding continued visitor restrictions even per MDH even though “StayHomeMN” lifted.