

PLANS for providing MODIFIED SERVICES to DAY HOSPITAL PATIENTS TO RECEIVE OUTPATIENT SERVICES: *A model of how to support provision of services under medical supervision.*

The Mt. Pleasant Blythedale School educates patients of Blythedale Children's Hospital: both Day Hospital students who attend program on a daily basis, and inpatient students who reside on the unit and are cared for 24 hours per day, 7 days a week. Inpatient hospital rooms are single and double occupancy. For inpatients, the teaching and support staff will report to the patient's unit to provide continuity of instruction on a schedule that promotes social distancing and other mitigating measures during the school day but will allow for the personal connection to provide the necessary onsite supervision and continuity of learning. The teaching staff and the teacher aides assigned to work on the units will work with students in small groups (of 3 or less) in an appropriately large space that will allow for social distancing. Instruction will be delivered according to grade level standards and IEPs as is typical for our programming. Accommodations will be implemented and support will be in place. The instruction that is being delivered to the students will be modified to meet the needs of each student and additional support will be provided through phone and video conferencing. Since March 18, 2020, Inpatients continued to receive therapy onsite. During April 2020, Day Students began participating in telehealth therapy through a program created in partnership with the hospital to provide these students with related services. In July 2020, our agency, Blythedale Children's Hospital, brought their outpatients, (our day hospital students), onsite, for medically-necessary therapy. Children were transported to the premises by their parents, an ambulance service (vetted and funded by the hospital) or home district transportation. Teachers and support staff provided continuity of instruction on a schedule that promoted social distancing and other mitigating measures during the school day to ensure proper supervision to those students who were in attendance for their outpatient services. Those students who reside at home AND are unable to participate in outpatient services, participated in distance learning with teachers and support staff (see additional document: Continuity of Learning Plan). In September, we will continue to provide in person services to children under the DIRECT MEDICAL SUPERVISION of onsite doctors and nurses. This supervision and continuity of learning will rely on the most recent guidance from the Center of Disease Control (CDC).

Structure: Program will operate from September 1, 2020-June 26, 2021.

Schedule: Half Day Sessions (Preschool/School Age) 9:00a.m. -11:30a.m./1:00p.m.-3:30p.m.

Staff should arrive no later than 8:15a.m.

- Temperatures will be checked upon arrival to Blythedale.
- Mask will be required (if needed, disposable will be provided by Blythedale)

Students arrive between 8:45a.m. - 9:15a.m. and 12:45pm-1:15pm

- Arrival Process to include:
 - Phone call on Sundays, reminding parents to keep child home if anyone has fever or cough.
 - The use of multiple entrances (bus entrance, main entrance) to minimize interactions.

- Temperature checked by nursing. (For further information, see SAFETY MEASURES: TESTING)
- Disposable masks will be provided to students based on developmental and medical factors.
- Students will be brought directly to their classroom.
- Children needing supportive care will be taken to nursing.
- Medications will be distributed in school when feasible, to minimize transitions and interactions.
- Toileting:
 - Students who use standard bathrooms will be assisted by a nurse's aide who will be stationed in the school.
 - Students who require accommodations, will be taken to nursing station.

Delivery of Instruction and Services

K-12 Classes will be cohorted according to grade levels.

- Day Hospital/Outpatients will arrive, proceed directly to their classrooms and remain there for the day except during medical care.
- No more than six (6) students will be assigned to classrooms.
- Lunch will be served in classrooms.
- Therapists will treat classes of students to minimize number of interactions.
- Therapy will be provided in the Media Center: a large open space where social distancing can be maintained or in classroom when feasible.
- Secondary content instruction will be pushed out. Secondary teachers will act as case managers and content area teachers will cohort students.
- To eliminate sharing of resources (technology, paper, pencil); individual packets will be prepared and distributed.

*For further details regarding Continuity of Learning, refer to the Continuity of Learning Plan.

Unit students/LTC

- Instruction facilitated by two (2) unit teachers and two to four (2-4) teacher aides.

Protocol for Maintaining Health and Safety

- Social distancing would be maintained with masks as feasible. (See SAFETY MEASURES: PERSONAL PROTECTIVE EQUIPMENT (PPE))
- Limited number of adults/children
- Dedicated hand hygiene hourly events throughout the day (Teachers would be directing). For early childhood program (prek-2) students will wash hands in between activities. (See SAFETY MEASURES: HANDWASHING, SANITIZING, AND CLEANING)
- Housekeeping Department will intensify cleaning and disinfecting. Cleaning of bathrooms/common areas will be ongoing and regular. Housekeeping will develop a routine. (See SAFETY MEASURES: HANDWASHING, SANITIZING, AND CLEANING)
- Classrooms/bathrooms/school area will be detailed and disinfected throughout the day and each night. XENEX machine will be utilized weekly for additional

disinfecting. (See SAFETY MEASURES: HANDWASHING, SANITIZING, AND CLEANING)

- Use of multiple student entry points for arrival and dismissal to allow for social distancing.
- Resources and guidance for all employees on health and safety protocols are provided in this document and will be reviewed as needed.
- A registered nurse will perform an assessment of all students and school personnel for suspicious symptoms consistent with COVID 19.
- Monitor daily attendance/absences. If patient is absent, parents will be contacted by medical staff.
- Additional nursing and nursing assistant personnel will be pushed into the classroom to assist with social distancing practices and hand hygiene events.

If child develops symptoms during the day, Blythedale Children's Hospital will isolate and maintain care for that child; providing observation and any necessary medical care until child's guardian/parent can pick up child. BCH will follow guidance from Westchester County Health Department if anyone tests positive. (For further information, see Day Hospital Sick Policy).

Transportation

- State Education Department has provided health and safety requirements for transporting students. Local Districts are responsible for providing transportation. School will be confirming transportation with Westchester/New York City/Rockland districts.
- At minimum, Blythedale will request ambulette drivers and matrons to participate in daily screening (temperature checks), wearing of masks and maintaining appropriate social distancing.

ARRIVAL/DISMISSAL PROCESS

AM SESSION:

9:00am-11:30am (drop off begin at 8:45am)

- Bus monitors will initiate bussing at 8:30am. Two (2) Bus Supervisors will support bussing until 9:30am. Two (2) Bus Supervisors will return from bussing by 9:15. If a late parent or bus arrives security will contact the main office to have the class aide report to appropriate entrance to pick up child.
- Vans/buses will unload by bus entrance. Screener (BCH) will screen students and present with mask outside [Teacher aides, bus monitor, and (as needed) administrator (superintendent) outside in bus circle].
- If student has an elevated temperature, they will immediately go to the isolation room in the nursing area.
- All students will enter by way of the side door-near the school elevators (Teacher aides will be positioned along the path and near door entrance/exit to greet) (Administrator (principal) will be visible in school area to assist during arrival).
- All students will proceed to classroom- elementary will be directed to their classrooms (Teacher aides will be positioned in hallway) & secondary students will use elevator (2 persons at a time) to first floor. (Teacher aides will be positioned in 1st

floor hallway to direct and assist students to classroom. Teachers will greet students inside the classrooms.)

Parent Drop Off [Main entrance. Administrator (AP) will be present (as needed) to support.]

- Bus monitors will initiate bussing at 8:30am. Two (2) Bus Supervisors will return from bussing by 9:15am. If a late parent or bus arrives security will contact the main office to have the class aide report to appropriate entrance to pick up child.
- Beginning at 8:45am, parent will drive up and drop off child-one at a time.
- Screener will check child and present mask. Once child is cleared, parent may leave.
- Child will be brought to classroom (Teacher aides will be positioned to support transport from main entrance to classrooms)

Dismissal- beginning at 11:15am-11:45am- Administrators, teachers, teacher aides support.

AM Session:

- Students will remain in classroom until **CALLED/NOTIFIED** to proceed to either bus entrance or main entrance (for parent pick up).
- Teacher aides will be positioned to support with dismissal.
- Teachers will remain in classrooms.

PM Session:

1:00pm-3:30pm (drop off begin at 12:45pm)

- Bus monitors will initiate bussing at 12:45pm. Two (2) Bus Supervisors will return from bussing by 1:15pm. If a late parent or bus arrives security will contact the main office to have the class aide report to appropriate entrance to pick up child.
- Vans/buses will unload by bus entrance. Screener (BCH) will screen students and present with mask if appropriate outside [Teacher aides, bus monitor, and (as needed) administrator (superintendent) outside in bus circle].
- If student has an elevated temperature, they will immediately go to the isolation room in the nursing area.
- All students will enter through the side door - near the school elevators (Teacher aides will be positioned along the path and near door entrance/exit to greet) (Administrator (principal) will be visible in school area to assist during arrival)
- All students will proceed to classroom- elementary will be directed to their classrooms (Teacher aides will be positioned in hallway) & secondary students will use elevator (2 persons at a time) to first floor. (Teacher aides will be positioned in 1st floor hallway to direct and assist students to classroom. Teachers will greet students inside the classrooms.)

Parent Drop Off [Main entrance. Administrator (AP) will be present (as needed) to support.]

- Beginning at 12:45pm, parent will drive up and drop off child - one at a time.
- Screener will check child and present mask. Once child is cleared, parent may leave.
- Child will be brought to classroom (Teacher aides will be positioned to support transport from main entrance to classrooms)

Dismissal- beginning at 3:15pm-3:45pm- Administrators, teachers, teacher aides support.

- Students will remain in classroom until **CALLED/NOTIFIED** to proceed to either bus entrance or main entrance (for parent pick up).
- Teacher aides will be positioned to support with dismissal.
- Teachers will remain in classrooms.

Food Service Program:

Robust snack, bag lunch program (1/2 sandwich, Cheese slices, fruit, yogurt) for AM/PM program and items ordered specifically for speech therapy. Snack/lunch program will be delivered.

- Morning Session: students will be offered fruit/cereal bar upon arrival and bag lunch.
- Afternoon Session- Snack and Bag lunch will be offered.

Students will eat in classrooms or bring bag lunch home.

Students on feeding program will have program from 11:00am-11:30am. Students will eat in classrooms and if needed, central location in the school (ie. Art room).

Monitoring Student Engagement:

- Teachers will track student interactions/engagement through documentation; ie. utilizing an excel chart to monitor completed assignments and participation.
- Teachers will call home every two weeks for academic and wellness calls and to provide opportunities to troubleshoot ways to support the family.

Process for Wellness/Academic calls:

Day Hospital

- 1) If contact made, briefly document* essence of conversation. STOP
- 2) If contact is not made, document* if child has participated in zoom/in person services. STOP
- 3) If contact is not made: document* attempt, try several various times. If no contact, email Griselda by Friday at 3pm.

Inpatient/LTC

- 1) Introduce yourself to parent. Explain structure of program- case manager sends assignments, students participate in zoom, teacher aide facilitates engagement. Briefly document*.
 - a. If contact made, document*
 - b. If contact not made, make a second attempt and email Griselda and Unit and LTC teachers (Amanda & Lauren)

** All documentation of communication with a family, whether by email, phone call or text, must be logged in eschool*

SAFETY MEASURES

Testing and Screening

Anyone entering the building will receive a basic health screening; including temperature scanning and response to specific COVID-19 related questions. All staff members who enter the building should not present with symptoms associated with COVID-19 as identified by the Department of Health and CDC. Employees who are symptom-free but who have had contact with an individual with COVID-19 should notify administration, who will notify the Director of Infection Control and Director of Employee Health who will need to conduct a risk assessment of the employee's potential exposure in accordance with CDC guidelines.

Staff and students are encouraged to stay at home when not feeling well and to report any virus-like symptoms to administration. This information is confidential and will be shared with clinical leaders to determine the risk of a virus related exposure.

Employees who are symptomatic or who have tested positive should not return to work until cleared by their medical doctor. Clearance to return to work is based upon the guidelines from the Department of Health and CDC effective at the time of review.

Handwashing, Sanitizing, And Cleaning

Hand hygiene is an important weapon against all illnesses. All are encouraged to wash their hands with soap and water frequently for the recommended minimum of 20 seconds. Hand sanitizer is available when soap and water is not immediately available.

Cleaning efforts have increased to keep all staff and students safe. This effort includes more frequent cleaning of high-touch surfaces, the use of the Xenex machine to eliminate germs.

Staff are encouraged to frequently clean their personal workspace high touch items (i.e: telephones, computer keyboards, computer mouse, and desk surfaces) with wipes.

Personal Protective Equipment (PPE)

Staff will be required to wear masks covering the nose and mouth in the following locations and under the following circumstances: when entering the building; when occupying all common areas including restrooms, elevators, and hallways; when interacting with other people and/or when the chance of interacting with other people exists. Masks may be removed while working in private areas and offices if others are not present. All required PPE will be provided to staff in accordance with their roles and responsibilities.

Social Distancing

All are expected to follow social distancing guidelines. The following is a list of social distancing protocols that should be followed:

- Remain 6 feet apart when feasible.
- Masks should be worn at all times.
- Avoid physical contact with others (e.g., handshakes).
- Avoid congregating when entering and exiting our office space or the building.
- Disinfect classroom space often with provided cleaning wipes.
- Avoid touching your face.
- Group meetings by phone and video call meetings are encouraged.
- Avoid nonessential gatherings
- Limit the number of employees in meeting places (i.e., the cafeteria, conference rooms, office spaces, elevators, and common areas).

Resources:

- *Signs and symptoms for Covid-19.* (<https://youtu.be/UcFDdfueQRg>)
- *Hand Hygiene:* (<https://youtu.be/eZw4Ga3jg3E>)
- *Gloves:* <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/gloves.html>
- *Mask wearing:*
- <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/downloads/FAQ-schools-child-care.pdf>
- *What you should know about COVID-19 to protect yourself and others-* (attached flier)
- *Day Hospital Sick Policy* (see attached)

What you should know about COVID-19 to protect yourself and others



Know about COVID-19

- Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person.
- The virus that causes COVID-19 is a new coronavirus that has spread throughout the world.
- COVID-19 symptoms can range from mild (or no symptoms) to severe illness.



Know how COVID-19 is spread

- You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person.
- You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks.
- You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.



Protect yourself and others from COVID-19

- There is currently no vaccine to protect against COVID-19. The best way to protect yourself is to avoid being exposed to the virus that causes COVID-19.
- Stay home as much as possible and avoid close contact with others.
- Wear a cloth face covering that covers your nose and mouth in public settings.
- Clean and disinfect frequently touched surfaces.
- Wash your hands often with soap and water for at least 20 seconds, or use an alcohol-based hand sanitizer that contains at least 60% alcohol.



Practice social distancing

- Buy groceries and medicine, go to the doctor, and complete banking activities online when possible.
- If you must go in person, stay at least 6 feet away from others and disinfect items you must touch.
- Get deliveries and takeout, and limit in-person contact as much as possible.



Prevent the spread of COVID-19 if you are sick

- Stay home if you are sick, except to get medical care.
- Avoid public transportation, ride-sharing, or taxis.
- Separate yourself from other people and pets in your home.
- There is no specific treatment for COVID-19, but you can seek medical care to help relieve your symptoms.
- If you need medical attention, call ahead.



Know your risk for severe illness

- Everyone is at risk of getting COVID-19.
- Older adults and people of any age who have serious underlying medical conditions may be at higher risk for more severe illness.



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cdc.gov/coronavirus

POLICY & PROCEDURE

BLYTHEDALE CHILDREN’S HOSPITAL

SUBJECT: Day Hospital Sick Policy	
DEPARTMENT:	CODE #:
EFFECTIVE DATE:	PAGE 1 OF
REVISED DATE:	APPROVED BY:
	DATE:
SUPERSEDES:	TITLE:

POLICY:

Screening is conducted on all students attending the Day Hospital and school program to identify febrile illness and prevent potential COVID-19 exposure. Masks are required for students as long as they are physically able to remove the mask without assistance.

SCOPE:

This policy applies to the Day Hospital Program and students who attend the Mt Pleasant / Blythedale School.

PROCEDURE:

1. Parents are instructed to monitor their child for the following symptoms:
 - Fever (greater than 100 degrees Fahrenheit), chills
 - Cough, shortness of breath
 - Fatigue, muscle / body aches
 - Sore throat
 - Loss of taste and/or smell
 - Nasal congestion
 - Nausea / vomiting / diarrhea
2. A notice will be sent weekly (Sunday) as a reminder to monitor their child for any symptoms.
3. Children who exhibit any of the above symptoms must be evaluated by their primary care physician and are excluded from program until cleared.
4. Children with symptoms consistent with common childhood illness such as strep throat or ear infection can return to program with a clearance note from their primary care physician.
5. Students will have their temperature checked by the bus attendant prior to boarding. Any student with an elevated temperature will not be allowed to board the bus.
6. All students will be kept in same cohort group for the duration of the program.

For Students who are absent or who do not pass temperature screen before getting on bus:

1. Day Hospital clinical staff will call each absent student's parent/guardian the day of the absence
2. Day Hospital will inquire the reason for the absence and document.
3. If the student is ill, an evaluation of symptoms will be performed and documented.
4. Encourage family to see doctor; follow-up daily with family for duration of illness.

If symptoms consistent with COVID-19:

1. Encourage family to have the student get tested.
2. The student will remain on remote learning/telehealth until the result comes back.
 - Negative test result: student must be fever/symptom free for 3 days
 - Not tested/Positive test: Student must remain out for a minimum of 10 days from the date of first symptom and be fever/symptom free for 3 days.
3. If symptoms NOT consistent with COVID19 the student can return when symptom free and or cleared by their primary care physician.

For Students who arrive to BCH but do not pass symptom screen or fall ill during program:

1. Day Hospital Staff will isolate student in Day Hospital nursing area.
2. An evaluation of the symptoms will be conducted and documented.
3. Students parent/guardian will be contacted to pick-up asap and advised of the symptoms. See protocol above.

If a student tests positive for COVID-19:

1. Student cohort and staff must be notified to stay home and self-monitor for 14 days.
2. Space will be cleaned with the hospital approved germicide including the use of the ultraviolet disinfection. CDC recommends waiting 24 hours prior to cleaning and disinfection.
3. Once area is appropriately disinfected it may be re-opened for use.

If staff member tests positive:

1. Students and staff who had close contact with positive staff member must be contacted and told to stay home and self-monitor for 14 days.
2. Cleaning procedures as above.

REFERENCE:

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control.html>

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>