



CRSI Parents, Family Members and Guardians,

We have been monitoring the coronavirus (COVID-19) pandemic daily and hourly, and I am writing today to update you regarding our action. First, I want to assure you our first priority is the health, safety and well-being of those we serve, employees, our families, and our neighbors. I also want to assure you that we will maintain a high level of service to each resident we serve during this time.

We will be following the orders from the Governor on no visitors at our ICF's in order to minimize the spread of this virus within our facilities. Please be patient with our staff as they are only doing what is directed and outside of their control. Things will be subject to change quickly as we appear to be getting updates by the hour. We realize this creates a hardship on the family as well as our staff, but are trying to minimize the long-term impact and implications to those we serve. Our population is appearing to be the most vulnerable in this situation and we would like to minimize this risk.

At this time, we have asked our employees not report to work if they are showing any signs or symptoms of infection or have been in close contact with an individual having COVID-19. We will also be minimizing in-person meetings utilizing video conferencing and telephone calls. Still with such protocols, our concern is we are already at levels of short staff. Given that schools are closing and possible daycare closings will cause mounting staff issues. We have contacted our County Board partners as well as Day Array Providers in order to discuss the possibility of sharing staffing. We are moving forward with this option in many locations but feel we could still be very short staffed if the situation worsens.

If you, a family member or friend would have, the ability to take your family member would have the ability to care for your loved one in your home for this 2-3 week window this will allow us to repurpose staff to other individuals who do not have this option.

If you should have any items of concern or desire to assist, please feel free to reach me at [sdelong@crsi-oh.com](mailto:sdelong@crsi-oh.com) or 937-653-1353 or follow up with the home staff you currently work with.

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