



Center for Human Services

March 17, 2020

Creating Opportunities • Changing Lives

Dear Center for Human Services (CHS) Family and Friends,

Our leadership team has been meeting to make contingency plans for the COVID-19 virus. As you know our organization provides supports for many individuals with complex medical conditions that put them at high-risk for developing complications with the virus. Our first priority is keeping the individuals we support and our staff healthy and safe. We currently have no known cases of the COVID-19 virus within our organization. However, we are continually monitoring the situation and are implementing a variety of steps recommended by the Centers for Disease Control and Prevention (CDC) and the President's guidance contained in the "15 Days to Slow the Spread" in order to further reduce the potential for the virus to reach the individuals we support. Below are some examples of how we will be protecting the individuals we support, as well as assisting our communities in prevention of the virus potentially spreading.

CHS GROUP HOME/ISL PROPERTIES

According to the guidance referenced above, the best way to keep the virus from spreading is social distancing. Each CHS Group Home/ISL will be closed to the public. We are asking that non-staff persons only visit the homes we support when medically necessary. We will be working with our staff to use FaceTime and other computer programs for virtual visits with family and friends to ensure we are keeping relationships active. Additionally, we need as few people entering our locations as possible. We will not be going to large events and will be staying at home as much as possible. Staff and individuals have been instructed on proper handwashing techniques, social distancing, and other precautions.

We will continue to assure all needed supplies and food are available in each home at all times.

All non-staff persons who need to visit will be asked to complete the employee/visitor Form COVID-19 Form CHS-A-008 Visitor/Employee Screening, prior to entering the residences. We are asking that if you check yes to any of the questions on the form, that you do not enter the residence.

GARLICH ACTIVITY CENTER & SALINE COUNTY ACTIVITY CENTERS

At this point, we have decided to temporarily close the Garlich Activity Center and the Saline County Activity Center effective Thursday, March 19, 2020 through Tuesday, March 31, 2020. Unless you are contacted by us prior to Tuesday, March 31, 2020, we will reopen effective Wednesday, April 1, 2020. Should you have any questions please contact Bonnie Bingaman, Community Living Lead Program Manager, at 660-826-4401, extension 320 or bbingaman@chs-mo.org.

EMPLOYMENT

At this time, we will continue to provide employment services as our communities allow. We plan to provide job coaching to all individuals that need support should the employer allow such and are working on alternative methods of job coaching in situations where the need arises. For all questions pertaining to the services being provided by the Employment Services Department, please contact Kim Anderson, Director of Employment Services, at 660-826-4401, extension 338 or kanderson@chs-mo.org.

EARLY HEAD START

At this point, we are not considering closing the Harris Center. While the situation is being monitored closely, should something change regarding this decision to continue programming at the Harris Center, stakeholders will be notified both verbally and in writing. For additional questions pertaining to the Harris Center and programming, please contact Shawn Sharp, Early Care Education Site Manager, at 660-826-4401, extension 270 or ssharp@chs-mo.org.

All family members bringing their children to the Harris Center will be asked to complete the employee/visitor Form for COVID-19, CHS-A-008 Visitor/Employee Screening prior to entering the building. We are asking that if you check yes to any of the questions, that you do not enter the Harris Center and keep your child at home.

AQUATICS

We will be temporarily closing the Aquatics program effective Thursday, March 19, 2020 and reopening April 1, 2020, unless you receive correspondence from us prior to April 1 stating otherwise. For questions regarding programming at the Aquatics Center please contact Janet Proctor, Program Coordinator, at 660-826-4401, extension 213 or jproctor@chs-mo.org.

TARGETED CASE MANAGEMENT

We are temporarily closing our office locations effective Wednesday, March 18, 2020, and reopening April 1, 2020, unless you receive correspondence stating otherwise. Our case managers will continue to work remotely with families to ensure they are getting the supports they need, especially as some providers may cancel some services. Our case managers will be making contact via phone, conference call, FaceTime and other computer programs for virtual visits. You may contact your Service Coordinator by their office extension at 660-826-4401. If

you do not have your Service Coordinator's direct extension, you may access this at www.chs-mo.org. If you have any questions pertaining to our Targeted Case Management services, please contact Linda Holland, Director of Service Coordination, at 800-799-9434, extension 324 or lholland@chs-mo.org. For the Kansas City Metro area, please contact Anita Hartman, Program Manager, at 800-799-9434, extension 613 or ahartman@chs-mo.org. For the South Team and Callaway, please contact Erica Evans, Program Manager, at 800-799-9434, extension 451 or eevans@chs-mo.org.

EVENTS

Given the risks associated with gathering in groups in excess of 10, and the more susceptible immune systems of the individuals that attend Social Leisure events, we are postponing all events including Social Leisure activities, fundraising events, and EHS socialization through May 15, 2020.

If you have any other questions or concerns please feel free to give me a call directly at 660-826-4401, extension 314 or agraff@chs-mo.org

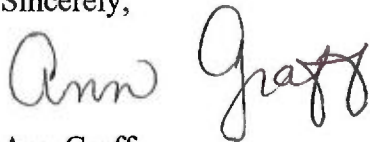
Thank you for your support and understanding during this time!

Ann Graff
Chief Executive Officer

For ongoing updates about our plans please check our website at: www.chs-mo.org and our Facebook page(s).

If you would like to be added to our e-mail list for regular updates and communications about our COVID-19 preparation plans send your name and e-mail to kallstot@chs-mo.org and we will e-mail you updates directly

Sincerely,



Ann Graff
CEO