



Coronavirus Response: **CURRENT CAMPUS PROTOCOLS**

Please read the following information thoroughly to understand current campus protocols. Some of our operations have changed following the Governor's executive order late last week regarding mask usage and social distancing for fully vaccinated people outside of healthcare settings. **Please note that these details could change, depending on any COVID activity on campus.**

HEALTHCARE AREAS (CARE CENTER & MEDICAL CENTER)

- Residents, staff, and visitors in our Care Center and/or Medical Center must still wear a face mask, social distance, and adhere to other COVID precautions and processes until further notice. This includes screening upon entry to both campus and the healthcare building(s).
- Employees' children cannot visit campus for extended periods of time, including an entire shift.

INDEPENDENT LIVING

MASK USAGE in INDEPENDENT LIVING:

- Residents, staff, and visitors who are fully vaccinated may refrain from wearing a face mask in Carolina Village. Masks are still encouraged to fully protect yourself.
- Carolina Village will not police mask usage on campus. It is a personal choice that each person must make for his or her own health.

IN-HOME VISITATION for INDEPENDENT LIVING:

- Residents may invite guests of all ages to visit within the residents' own homes, including overnight visits. All visitors will be screened at the front gate and asked which resident(s) they are visiting.
- Guests are not permitted in any common area, except elevators and in traveling between the resident's home and the parking lot. Guests should use the shortest distance between these locations to enter and exit the building.
- Housekeeping will not service homes in which guests are currently visiting.
- Residents are responsible for sanitizing their homes after a visitor has been present. Housekeeping will NOT be available to clean/sanitize other than the normal, scheduled cleanings.
- Village guest rooms will not receive housekeeping services during guests' stays. Each room will be thoroughly cleaned, sanitized, and quarantined for 24 hours after the guests' departure. Due to the limited availability and necessary precautions, please be patient when scheduling guest rooms.
- Guest room pricing is \$125 per night per room. The guest cottage is not available for use. Contact Cassandra Westbrook in the Business Office at 828-233-0605 or ext. 1205 to reserve a guest room. In Cassandra's absence, Kim Shropshire (ext. 1283) may assist with these requests.
- Should a case of COVID-19 be identified on campus, visitations will be canceled immediately and possibly without warning.
- Should a visitor experience any COVID-19 symptoms within 14 days of their visit, they or the resident they visited must inform ILS immediately.
- Employees' children cannot visit campus for extended periods of time, including an entire shift.



QUARANTINES:

- Quarantine periods for hospitalizations and overnight travel are not required **if the affected resident has secured his/her second vaccine dose**. Please continue to use the Absence Notification Form to keep the Village abreast of any travel.
- Quarantine will still be required if:
 - Any resident (vaccinated or unvaccinated) is showing symptoms of COVID-19; or
 - An unvaccinated resident has exposure to a COVID-positive individual.
- We will follow CDC guidelines when assessing quarantine needs. Address any questions about quarantine to ILS.

MAIN DINING ROOM, TO-GO, AND DELIVERED MEALS:

- The Main Dining Room will continue to have **capacity and visitor restrictions** until further notice.
- Delivery will be available for the applicable fee.
- To-go orders may be placed and scheduled by calling ext. 1221 and picked up at the cubby locations.
 - Apartment residents – To-Go window cubby system
 - Cottage residents – Main Street waterfall cubby system
- Reusable melamine containers will continue unless we experience significant losses of these containers. Please continue returning **ALL OF THEM** to us the day after you receive them.
- The Main Dining Room is closed each day from 3:00 – 4:00 p.m., during which time staff collects melamine containers.
 - Apartment residents – Place rinsed containers outside your door by 3:00.
 - Cottage residents – Place a bag containing rinsed containers on your mailbox hook by 3:00.Any containers placed outside after 3:00 p.m. will be collected the following day. Please do not bring these containers to the kitchen and do not place them in or near the take-out window and/or cubbies.
- Residents may sit with others, up to a limit of 4 per table.
- Please note the important schedule changes for May 28 – 31, as noted on page 4.

ACTIVITIES & FITNESS AMENITIES:

- **The following spaces will have NO capacity limits as of Monday, May 24:**
 - Education Center
 - Main Street Gym
 - Garden-Level Gym
 - E-Wing Gym
 - Pool (Residents may NOT swim alone.)
 - Locker Rooms
 - New Gym Annex/Line Dancing Room/Ping Pong Room
 - This room will continue to house workout equipment. Please plan accordingly.
- **Village Hall will have a capacity limit of 70, from May 24 until further notice.** Leaders of any activities in this space are responsible for managing attendance numbers.
- **Rooms, even without capacity limits, should NEVER be packed.** Leaders of activities are responsible for managing capacities.
- Outdoor activities do not have limited capacities.
- Common areas, including hallway common spaces next to laundry rooms, will open as of Monday, May 24 for resident use.



- Residents must sign in at each gym/pool location. Sign-in sheets are at each entrance.
- Residents must wipe down with the provided sanitizing wipes any equipment they use or touch in any common area, shared room, gym, pool, etc., including any equipment, door handles, etc., before AND after use. Residents must also follow the cleaning checklist in each location.

LIBRARY:

- CV Library will re-open with no capacity limits. Check with the Library team for more information about their COVID-safe operations.

HOUSEKEEPING, MAINTENANCE, I.T., & CONTRACTORS:

- Housekeeping, non-emergency maintenance, I.T., and contractor services will continue. Masks are encouraged, as is maintaining 6 feet of distance, and frequent hand washing.

TRANSPORTATION:

- As of May 24, Village bus service will have no limited capacities per trip.
- Normal pricing for personal transportation will continue.
- Contact Amy Maybin at 828-233-0630 to sign up for any trip.

BACK GATE:

- The back gate remains open **for exits only**.

OVERNIGHT TRAVEL/ABSENCE NOTIFICATION:

- Inform us of any overnight travel using the Absence Notification Form on the Hub or by calling the front desk. This practice, in place long before COVID, is also how the Village manages away credit, etc.

A REMINDER *about* VACCINATION STATUS

Please note that not every resident or staff member you encounter will have received the vaccine, due to personal choice and/or medical reasons. **We will NOT limit access to dining, activities, or inclusion in any other Village activity to only those who have received a vaccine.** To do so would be a violation of HIPAA, which protects resident and employee personal and health information. More importantly, it goes against the Village's mission of providing "community participation" and inclusion.

Because even those who are vaccinated can carry COVID-19, we encourage residents and staff to protect themselves by continuing to practice recommended methods of prevention, including the 3 Ws. We encourage all community members to remain vigilant and adhere to best practices, such as frequent hand-washing, using elbows to press elevator buttons, avoiding large crowds, etc.

MOVING FORWARD

- Nothing prevents people from continuing to wear face coverings, which are recommended for unvaccinated people and for all people in large venues.
- Because COVID has not gone away, it remains imperative that all campus members continue to:



- Inform ILS (residents) or your supervisor (staff) IMMEDIATELY if you are sick, being tested for COVID-19, have been in direct contact with someone being tested, or think you have been exposed to someone infected with the virus.
- Practice routine and vigorous hand-washing;
- Stay abreast of campus updates by tuning in to campus channel 56, monitoring the Hub's "Coronavirus Preparedness" module, and/or visiting www.carolinavillage.com/news/coronavirus-preparedness.

EXTENDED HOLIDAY WEEKEND MAY 28 – 31

- Please note these important schedule changes:
 - Due to Memorial Day and the graduation of several staff members, the Village will have an extended holiday weekend May 28 – 31.
 - The Main Dining Room will be CLOSED.
 - MEALS WILL BE TAKE-OUT OR DELIVERY ONLY DURING THESE HOURS:
 - **Breakfast:** 7:00 a.m. - 10:00 a.m. (Last order taken at 9:30 a.m.)
 - **Lunch:** 11:00 a.m. - 2:00 p.m. (Last order taken at 1:00 p.m., NOT 1:30 p.m.)
 - **Dinner: Will NOT be served**
 - Please **order early** & be patient as our wonderful staff delivers across campus.
 - Delivery fee will NOT be waived.
 - Additionally, on Memorial Day (Monday, May 31):
 - The office & cashier window will be closed 5/31.
 - The front desk will be open 8:00 a.m. - 2:00 p.m. on 5/31.
 - Mail will not be delivered on 5/31.

ONE FINAL NOTE

At the request of some of your neighbors, because many residents have had very limited exposure to other residents over the past year, all residents are encouraged to wear their Carolina Village nametags for the next several weeks. This will also help residents who have joined the community in the last year or so.

Thank you for your ongoing cooperation.