



Coronavirus (COVID-19) Policy

Effective Date: June 25, 2020

Policy Brief & Purpose

This policy includes the measures we are actively taking to mitigate the spread of coronavirus and is designed to collectively protect the safety and health of our youth clients, volunteers, and employees. This policy is susceptible to changes with the introduction of additional governmental guidelines. If so, we will update you as soon as possible via website updates, email and/or text. Please note all current policies will supersede previously issued policies.

Scope

This policy document applies to all employees, volunteers and youth currently associated with Youthrive. We strongly recommend you read through this action plan to ensure we collectively and uniformly respond to this challenge.

Voluntary in Person Visits

Although in-person visits are allowed with restrictions, the decision to meet in person remains a voluntary decision for all clients and volunteers. We strongly recommend you consider your personal health, who you live with and if you have regular contact with anyone of high risk prior to resuming in person visits.

Policies

All policies are required to be followed at all times unless written approval of an exception is obtained. Requested exceptions should be submitted to your Transition Advocate and will require written approval of the Executive Director. Documented consent agreement must be received by Youthrive staff (via email or text) prior to any In Person Meetings

Phase 2 In Person Visits (With Restrictions) – Beginning June 25, 2020

- The following policies will be required when meeting:
 - No in-person meetings should take place unless all parties have been COVID-19 symptom free for 72 hours or more. <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
 - For outdoor meetings, a face mask will not be required as long as a minimum of 6 feet of social distancing is maintained throughout the meeting.
 - For all indoor meetings, a face mask must be worn at all times. A disposable face mask will be provided by Youthrive to all youth and volunteers if needed. A minimum of 6 feet of social distancing is still encouraged.
 - Indoor meals at restaurants or homes are prohibited. Outdoor meals are allowed as long as 6 feet of social distancing is maintained.
 - Providing transportation to youth is allowed as long as all passengers wear a face mask for the duration of the trip. The duration of the trip must not exceed 30 consecutive minutes in the automobile.

Guidelines

Guidelines are best practices and other recommendations that are strongly encouraged to be followed whenever possible. These guidelines are in addition to the required policies above.

- Meeting outdoors is strongly suggested whenever possible.
- Large gatherings should be avoided unless mask wearing and social distancing is maintained by all attendees.
- Open the windows regularly to ensure open ventilation.
- We strongly suggest checking with each other prior to the meeting regarding being symptom free
- Practice general hygiene rules such as those outlined below:
 - Wash your hands after using the restroom, before eating, and if you cough/sneeze into your hands (follow the [20-second hand-washing rule](#)).
 - Cough/sneeze into your sleeve, preferably into your elbow. If you use a tissue, discard it properly and clean/sanitize your hands immediately.
 - Avoid touching your face, particularly eyes, nose, and mouth with your hands to prevent from getting infected.
 - If you find yourself coughing/sneezing on a regular basis, avoid close physical contact with others and take extra precautionary measures.

Additional Resources

<https://www.coronavirus.kdheks.gov/>

<https://governor.kansas.gov/newsroom/executive-orders/>

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Sincerely,



Tim Gay
Executive Director
tim@youthrive.org