

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

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March 23, 2020

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: DEPARTMENT DIRECTIVE 01-032320: IMMEDIATE COVID-19 RISK  
MITIGATION STRATEGIES FOR ARFPSHN AND ICF/DD-CN

Welfare and Institutions Code (W&I Code) section 4639.6 authorizes the Director of the Department of Developmental Services (Department) to issue directives to regional centers as the Director deems necessary to protect consumer rights, health, safety, or welfare, or in accordance with W&I Code section 4434. Regional centers must comply with any directive issued by the Director pursuant to this section.

Pursuant to W&I Code section 4639.6, to protect high risk individuals and limit the risk of exposure and spread of COVID-19, the Director of the Department is directing regional centers and administrators of Adult Residential Facilities for Persons with Special Health Care Needs (ARFPSHN) and Intermediate Care Facilities/Developmentally Disabled-Continuous Nursing (ICF/DD-CN) serving regional center consumers to take immediate action to ensure facilities adhere to the following guidelines until further notice. Regional centers shall monitor ARFPSHN and ICF/DD-CN compliance with this Directive.

Guidelines for ARFPSHN and ICF/DD-CN

- Providers shall follow applicable guidance from their licensing entity.
- All individuals, including residential staff and monitoring agencies, seeking to enter the home shall be screened for fever and respiratory symptoms prior to entering the home. Screening shall include temperature and the following questions:
  - a. In the last 14 days, have you been in contact with anyone who is a Person Under Investigation (PUI) or has/had COVID-19?
  - b. Have you had recent onset of any of the following: cough, fever, sore throat, shortness of breath, unexplained muscle aches?
- Individuals with fever of 100.4° F or greater or common COVID-19 symptoms shall not be allowed into the home.
- Staff or contracted staff screened with fever or common COVID-19 symptoms shall be allowed to return to work when cleared by local county public health departments.
- Consumer screening shall include taking vital signs and monitoring for respiratory symptoms every eight hours.
- All consumers should be isolated within their own rooms. In settings where this is not possible, social distancing and heightened universal precautions must be practiced.

**“Building Partnerships, Supporting Choices”**

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- Providers shall frequently train support staff on universal precautions.
- Providers shall make all efforts to dedicate site-specific staff and consultants, i.e., staff and consultants should be assigned to one home and not travel between homes. The intent is to limit exposure between multiple congregate settings. Furthermore, providers shall make all necessary efforts to assign support staff to one consumer, but no more than two consumers.
- Understanding the importance of consumer mental health, it is reasonable for consumers to enjoy outdoor activities with their dedicated staff, but they should not share common space with other individuals.
- Providers may submit to their regional center, alternative plans to achieve safety practices for Department approval, but approvals will only be made for the plans that meet strict protections and precautions for the safety of consumers.
- Regional centers shall immediately work with providers to review staffing needs and where needed approve additional staffing support and/or health and safety waivers.

Please share this Directive with ARFPSHN and ICF/DD-CN administrators. If you have any questions regarding this Directive, please contact Christine Gephart at (916) 698-9567 or [chris.gephart@dds.ca.gov](mailto:chris.gephart@dds.ca.gov).

Sincerely,

*Original Signed by:*

NANCY BARGMANN  
Director

cc: Regional Center Board Presidents  
Regional Center Administrators  
Regional Center Directors of Consumer Services  
Regional Center Community Services Directors  
Association of Regional Center Agencies