



October 5, 2020

To: Persons Served, Parents, Guardians, Case Managers  
From: MYEP Sr. Leadership  
Re: Covid-19 Person-Centered Risk Assessment and Restrictions

Dear Persons Served, Parents, Guardians and Case Managers:

I hope this letter finds you well! As we begin to enter the 8<sup>th</sup> month since the Covid-19 Pandemic began within our state, the new 'normal(s)' are beginning to settle in throughout our residential service environments, the people we serve, our staff members, and within our business operations and processes. We continue to implement all safety measures that have been outlined in previous memos, such as: mandatory mask wearing for all employees providing direct service, mandatory mask wearing for all administrative staff when in common areas of the administrative building, mandatory mask wearing of visitors to all MYEP properties, daily temperature checks for persons served, daily temperature checks of direct care staff members, completion of risk assessments for persons served and requested participation in activities, implementation of response measures for potential exposures and positive test results, etc. Due to these safety measures, the prevalence of the virus within our service environments has remained minimal and well controlled, which are the results we desire!

Over the past few months, some of the people we serve have resumed working, attending day programs, participating in home visits and family vacations, etc. Each of these cases were assessed on an individualized basis using the agency's risk assessment outlined within our established policies and processes, and decisions were made as an interdisciplinary team (IDT) decision. We have cautiously continued to implement the risk assessments to increase persons served access to desired activities within their lives, but have done so in a very methodical and cautionary manner; focusing on the risks associated with each request and making decisions based upon those risks.

Last month, the Department of Human Services (DHS) released an informational letter to all providers outlining Person Centered Planning Considerations during the Covid-19 Public Health Emergency. Below is a bulleted summary of details made within the letter:

- Providers implementing universal community integration and participation restrictions for all of the members they support in residential settings, without regard to each individual member's assessed needs or underlying health conditions and without the agreement of the member's IDT, can no longer do so
  - Restrictions identified are:
    - Prohibiting members from working and attending day programs
    - Prohibiting participation in other community integration activities
    - Limiting the members right to choose visitors
- Each members' IDT must review a person's ability to return to day programming, return to work, and their ability to be integrated into and participate in their communities
- Providers must immediately cease implementing across the board rights restrictions for persons served
- Any rights restrictions being implemented, including as person's right to be employed, participate in day programming or participate in integrated community activities due to Covid-19 concerns, must be implemented in conjunction with the person's IDT

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*"MYEP is a non-profit organization dedicated to providing advocacy and person-centered services which facilitate personal growth and community inclusion to people with disabilities."*



- Any restrictions specific to Covid-19 concern must be documented within the person's plan

In response to the informational letter, MYEP has developed a Covid-19 Person-Centered Risk Assessment that we will be completing for each person receiving services within our residential services. A copy of a blank risk assessment is included for your review. The risk assessment will be utilized as a guide and decision-making tool in determining the person's ability to participate in activities successfully and safely during the Covid-19 health crisis. Below is an outline for the implementation of the risk assessment and documentation of right's restrictions based upon the completed risk assessment:

- Each Residential Service Coordinator will complete a risk assessment for persons on their caseloads by 10.31.2020.
- Results of the risk assessment will be shared with the IDT
- Restrictions will be determined through the information outlined within the risk assessment and in conjunction with the person and their IDT
- Restrictions will be outlined within the person's person-centered plan, and reviewed on a quarterly basis with the team
- Any changes to the person's ability level may reduce and/or increase restrictions, such changes will be reviewed with the person and their IDT to determine course of action

MYEP is committed to protecting the health and safety for the people we serve as well as our staff member's. Risk assessments will continue to be completed for requests of participation within a desired activity to determine if the activity is low risk, medium risk, or high risk. Though we may not be able to restrict the member's desire to participate in high risk activities, we may implement safety response measures, such as person served quarantines to protect others and prevent any possible spread of the virus.

MYEP appreciates everyone's understanding, flexibility and cooperation throughout the past 8 months. Our goal is to continue to provide the best services possible while ensuring the health and safety for all.

If you have any questions, please feel free to contact a member of Sr. Leadership or your Service Coordinator, and we will do our best to answer them.

Sincerely,

Megan Gerber  
Chief Program Officer