



TO: ALL CCLS, CLE, Fast Pace, and Magnolia Hill employees
FROM: CCLS COVID 19 Task Force
DATE: 1/7/2021
RE: COVID UPDATE #22

COVID-19 Vaccination Process

Currently in Wisconsin, the COVID-19 vaccine is being administered to those who reside and work in skilled nursing facilities. As more vaccines become available, other facilities such as CBRFs and AFHs will be scheduled for vaccination and notified by the pharmacy designated to administer it. The COVID-19 vaccine clinic dates will be automatically scheduled by the pharmacy for each program.

The vaccine clinic will take place at the program for the clients that reside at the program and the staff who work at the program. There will be three clinic dates scheduled. Two will be scheduled to administer the first and second dose of the COVID-19 vaccine and the third (which will be tentative) will be for any new client admissions or new hires that need to complete the vaccine series.

Once confirmation of the scheduled dates is received, CCLS will receive a packet with consent forms for both the first and second vaccination. Each staff and client planning to receive the COVID-19 vaccination will need to complete the consent form and provide insurance information. The staff and client are not to be charged for the vaccine. Their insurance company will cover the costs or in the case of a noninsured individual, the federal Health Resources and Administration (HRSA) program will cover the costs. The consent forms will need to be completed ahead of the scheduled vaccination day to ensure enough vaccine is brought to the program so the clinic runs smoothly.

On the day of the first vaccine clinic, the pharmacy will review a series of screening questions with each participant, prior to the administration of the vaccine. Following the vaccine, each participant will need to remain at the facility for 15-30 minutes in the event of adverse reactions. Each participant will receive one copy of the completed consent form and one copy will be provided to CCLS for documentation. Remember even if you get the COVID Vaccine you must still wear your mask at all times while at work, practice sanitation protocols and practice social distancing when possible.

The second vaccine clinic will be scheduled for approximately 28 days after the first one. The process for it is the same as for the first vaccine clinic.

We will keep you informed as we receive additional information. Thank you for your continued efforts to ensure the safety of the clients against COVID-19.

COVID-19 Vaccine Stipend Check

CCLS is encouraging all employees to take the COVID-19 vaccine when offered. The vaccine is free. By the time it will be offered to us, more than 450,000 people in Wisconsin will have received it. It will add protection to you, your loved ones, and those we serve.

Each employee who receives the 2-dose COVID-19 vaccine will receive a \$250 CCLS Vaccine Stipend Check. This offer is for all current employees and new employees hired through 10/1/21. This includes all employees working for CCLS, CLE, Fast Pace, and Magnolia Hill - MTP. To receive this CCLS COVID Vaccine Stipend Check, you must:

1. Receive the 2-dose COVID-19 vaccination.
2. Be employed with CCLS through the pay period when the Vaccine Stipend Check will be issued.

We anticipate the checks will be deposited into your account 2-3 weeks after you receive the second vaccine. You will see it listed on your paystub on a line that reads: "VAC STIPEND". This will be issued as a separate check.

Direct Care Workers Stipend

As mentioned in the last CCLS COVID Update, Direct Care Worker funding from the state will be sent to CCLS between January 22 and February 5. We will distribute this to our Direct Care workers. We will allow our payroll department time to process the hours worked by employees during the reporting period. We are targeting 2/26 as the pay date; HOWEVER, we will send you more details once we have confirmation from the state. Again, this is money from the State of Wisconsin, not CCLS. However, CCLS and other providers continue to lobby hard to make sure our legislators understand how critical these funds are to compensate for our direct care workers.

PPE

To save time and money, CCLS has consolidated the purchase of Personal Protective Equipment (PPE) to a central source in the Watertown office. Please communicate with your supervisors as to your PPE needs 30-60 days in advance.

COVID Mobile App

WI Exposure Notification, a new mobile app to assist in notifying contacts of people who've tested positive for COVID-19, is now live. The *voluntary* app complements the state's and partner agencies' efforts in contact tracing by letting Wisconsinites know faster if they've been in close contact with someone who has tested positive, allowing them to take steps to keep themselves and those around them safe. iPhone and Android users will (and perhaps already have) receive notifications on their phones in the coming days providing instructions for downloading or enabling the app. DHS and CCLS encourage all employees to follow the instructions to ensure the app is properly installed on their phones. The notifications will be sent from Google to Android users and from Apple to iPhone users.

Resources:

The latest from CCLS: <https://www.cclswi.org/covidupdates.html>

The latest from Wisconsin's DHS: <https://www.dhs.wisconsin.gov/covid-19/index.htm>

The latest from the CDC: <https://www.cdc.gov>