



March 24, 2020

Dear Fellow Employee,

The number of positive cases in our network of services is three. None of those three are now admitted. All three were tested here in the ACF and sent home to recover. All necessary precautions were followed for all three of these individuals by our staff.

Please note the following updates:

1. The travel ban remains in effect (**so don't travel**) and any member of our staff (including Medical Staff) who chooses to travel outside of the immediate area must contact the Employee Health Office at 315-361-2907 or ext. 1138 before returning to work. The Infection Control staff will determine what monitoring should occur and when it is safe for you to return to work and/or provide care. Of significant concern is travel to areas considered COVID-19 hot spots (i.e. New York City). It is your responsibility and obligation to your co-workers and our patients that you abide by this requirement.
2. There are a number of family/friends who are coming to our region to live for the time being, some with our staff members. This includes college students returning home or persons who are leaving COVID-19 hot spot areas. If you are in that situation, please contact the Employee Health Office for advice and requested monitoring. Again, it is your responsibility and ethical obligation to cooperate with this process as we need to protect each other and our patients.
3. We are planning to open tomorrow a centralized testing process for patients in our network, including Quick Care, who meet the current criteria for testing. This will remove the burden of our practices to perform the testing as well as help conserve PPE. The process will be sent out this afternoon with the goal of beginning Wednesday, March 25.
4. We will be rolling out a self-monitoring program for all employees and medical staff members. It is a twice a day checklist for you to document your current health status. This should be completed each day of the week and brought into work with you. The daily monitoring form must be provided to the manager/charge person in your respective area. That person will review and initial indicating it is safe for you to begin your shift or provide care to patients you are here to see. Please keep this form with you as it will be helpful for review in the event we have further spread of the virus in our area or among our patients. The form is attached to this email or can be found on the Oneida Health Intranet under approved documents.

If we do not receive substantial compliance we will implement a lock down and a screening program similar to what is in place at Upstate Hospital. I am requesting your cooperation with this screening program. The form for documentation is attached.

5. We are temporarily closing our Chittenango Family Medicine building and patients from that practice will be directed to our Canastota-Lenox Primary Care practice. We are also closing our Chittenango Blood Draw Station and asking those individuals to visit our Canastota Blood Draw. These are temporary closures.
6. Telemedicine has taken off nicely in our network of providers. We have 20 physicians and physician extenders utilizing this technology to meet patient care needs. At this time, it is all primary care and Quick Care. We are evaluating how to use in specialty care where it can be helpful.
7. Testing results TAT will improve dramatically. Quest has informed us that they have ramped up testing closer to our location and will be delivering results in 1-2 days moving forward.

We remain in challenging times requiring us to do all we can possibly do to protect ourselves and our patients from this virus. I ask that you continue to be a part of our solution to do just that. Your cooperation is necessary and appreciated.

Thank you again, so very much, for being here for each other and for our patients.

Sincerely,

A handwritten signature in cursive script that reads "Gene F. Morreale".

Gene F. Morreale
President and CEO