



March 27, 2020

Dear Fellow Employee,

I realize you are reading regular updates or receiving that information via media outlets regarding this pandemic. As a result, I am limiting my updates to information that impacts you as an organizational member or items where your assistance is required.

As of this morning, we have 1 positive hospitalized patient and 4 possible COVID-19 hospitalized patients. All patients where there is potential for this infection are isolated away from other patients as well as the staff who care for those "other," non-infectious patients. Our testing site performed 11 tests on Wednesday (its first day of operation) and 13 tests yesterday. We did have 2 new COVID-19 positive outpatients, one of which was from the testing site and one from the patient. We have had no positives amongst our staff as of this date. A small number of our staff are quarantined as they had been exposed outside of work or have traveled to hotspots.

Please note the following updates:

1. Masking guidelines have been updated and those updated guidelines have been distributed. Please study them so that you are able to adhere to these, protecting yourself, co-workers and patients.
2. In line with new guidelines, we have distributed new Donning and Doffing videos that I urge you to watch. You may think you got this, but...we have refined the process to better protect you, the PPE you are using as well as your co-workers and patients. These are short, easy to follow instructional videos.
3. We have been working on plans to centralize acute patient walk-in care away from our many primary care sites. The goal of this plan is conservation of important PPE, reduce exposure to numerous staff and control the screening/treatment process better. More to come on this as we develop the approach in conjunction with our provider base. The Women's Health Practice will continue to operate out of that space, using best practice techniques to help protect patients and staff.
4. We continue to receive a number of PPE and supplies from local businesses and community members. We are adding those to our inventory for use by our staff. We also have individuals making masks for our use.
5. The voluntary furlough list will be reviewed this afternoon and decisions will be forthcoming on individual eligibility for the program. This is an important step in helping us to reduce our salary expense line as well as allowing these staff to isolate at home to prevent further spread of COVID-19. Once the eligible individuals are identified, they will be formally notified by HR.

I again thank you for the wonderful things that are happening throughout this organization. With your ongoing commitment, we have met the challenge to date and have maintained a safe care/work environment. This must continue and with your ongoing support, we will experience success in meeting this significant challenge.

Although Oneida Health may not make the national or even the local news, please know that you are every bit a hero as those that receive the recognition. Thank you all!

Sincerely,

A handwritten signature in blue ink, appearing to read "Gene F. Morreale". The signature is fluid and cursive, with a long horizontal stroke at the end.

Gene F. Morreale
President and CEO