Allina Health

COVID-19 Preparedness Plan: Executive Order 20-74

Allina Health has developed plans to keep our staff, patients and visitors safe during the COVID-19 pandemic, based on Minnesota Department of Health and Centers for Disease Control and Prevention recommendations. As a part of the Governor's Executive order 20-74, we are providing the details of these plans with staff and patients. All corresponding internal policies and procedures for providing safe care during COVID-19 are also posted on the Allina Health employee intranet.

Identification of Staff or Patients with COVID-19 Symptoms, Policies to Ensure Sick Employees Stay Home, and Ability to Work Guidelines for Employees:

- All patients and visitors are screened before entering our facilities or receiving in-home services. Within our facilities, anyone who has symptoms of COVID-19 is taken to a separate area. For in-home services, non-essential services will be offered virtually if a patient or a member of their household has symptoms of COVID-19.
- Everyone wears a mask. Patients and visitors are encouraged to bring a mask, or they receive cloth masks. Staff who have direct contact with patients wear a mask and a face shield.
- Comprehensive Ability to Work Guidelines for Employees are posted on the employee intranet.
- Allina Health provides leave policies that promote staff staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household.
  - Allina Health's Employee Medical Leave of Absence, Family Member Leave of Absence, Sick and Safety Leave and other paid time off polices are posted on the employee intranet.
  - Allina Health provides Paid Time Away. Information for staff with non-work-related and work-related COVID-19 exposure is posted on the employee intranet.

Engineering and Administrative Protocols for Social Distancing:

- We practice physical distancing in all of our lobbies, and we have added Plexiglas shields between check-in staff and patients.
- Signage on floors and chairs will be used to indicate a six-foot separation between all patients and visitors.
- Staff and provider common spaces have signage on floors and chairs when possible to indicate a six-foot separation between staff in areas where staff may be unmasked (e.g., breakrooms, cafeteria).

Worker Hygiene and Source Control:

- Our already high standards have been enhanced with deep cleaning and disinfection of high-touch surfaces and public spaces throughout our facilities.

- If you need in-person care, we have created separate clinics for respiratory and non-respiratory care. We also have separate areas within our emergency departments and urgent cares for patients with or without respiratory symptoms.

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- Hand sanitizer is located all building entrances to encourage hand hygiene for all staff, patients and visitors.

Building and Ventilation Protocols:

- All Allina Health hospitals and clinics follow ventilation maintenance as outlined in the Indoor Air Quality Policy.
- Airflow/air changes will be evaluated in clinic and hospital settings that will be caring for COVID-19 patients and ventilation changes will be added as needed.
- Ventilation designs at all Allina Health hospitals and clinics are compliant with build requirements.

Cleaning and Disinfecting Protocols:

- The COVID-19 Infection Prevention and Control Plan and the General Infection Control Policy outline cleaning and disinfection requirements for our staff and our facilities. These policies are posted on the employee intranet.
- Our already high standards of clean have been enhanced throughout our facilities, with deep cleaning and disinfection of high-touch surfaces and public spaces.

Drop-off, Pick-up and Delivery Protections and Protocols:

- Allina Health requires all individuals in our facilities to wear a mask and to undergo screening.

Communications and Training Practices and Protocols:

- Staff receive daily updates via the safety huddle process as well as frequent email communications – including key updates to COVID-19 protocols, procedures and policies, along with specifics related to safety, infection prevention, and PPE initiatives and enhancements. All previous communications are archived on the employee intranet (COVID-19 AKN page) for review at any time.

Mandatory Masking Policy:

- The safety of our staff, patients and visitors is our top priority. Allina Health is a proponent of community masking, and we have implemented a mandatory masking policy based on expert guidance to reduce the community spread of COVID-19. The policy effective date is July 22, 2020. We are now providing factory made masks at many sites for those who do not bring their own.

Department leadership, site safety leaders and site infection preventionists are available to assist all staff with additional questions.