



EXCEPTIONAL SCHOOLS  
FOR EXCEPTIONAL CHILDREN

**To:** maaps Executive Directors and Members

**From:** Elizabeth Dello Russo Becker, Esq., maaps Executive Director  
Ginnie Waldron, maaps Director of Professional Development

**Date:** April 27, 2020

**Re:** Information for Residential Programs during COVID-19 Emergency

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In these unprecedented times, the dedication of the residential education programs to the needs of those in your care has been praiseworthy. **maaps** is working diligently to support you in your work to keep the youth and staff safe as we navigate the evolving public health crisis.

We encourage you to work with DPH, local boards of health, and please let us know if you have any concerns, including concerning dips in staff, so that we, along with DPH, EOHHS, DCF and others, can assist you in emergency planning.

Attached and below please find information for **maaps**' residential education programs.

*Disclaimer* - the public health emergency is constantly evolving, and this information is based on state and federal information to date.

*Contents:*

1. Emergency Residential Sites
2. PPE updates and availability
3. Testing
4. Confirmed Cases of COVID-19
5. Extra Expenses Due to COVID-19

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**I. Emergency Residential Sites and Updated Health & Safety Protocols**

On April 16, [Governor Baker issued an Executive Order](#) giving EEC the ability to provide regulatory relief to licensed residential providers in order to ensure that programs operate under

protocols that prevent the spread of COVID-19 while maintaining the health and safety of children and staff.

Governor Baker’s Executive Order gave EEC the ability to create **temporary emergency COVID-19 residential sites** to address the needs of the children and youth being served at residential programs. Licensed programs with difficulty abiding by quarantine/isolation policies within their existing space should contact EEC about potentially identifying space to be used as a temporary emergency residential site.

All existing residential and placement programs may now abide by [updated Health & Safety Protocols](#) and [Minimum Requirements for Operating Licensed Residential Programs](#).

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## **II. Personal Protective Equipment (PPE)**

### **A. PPE Update and Availability 4.16.20 maaps order**

*Gloves:* All members but 3 received the gloves that we were able to source (large unavailable).

*Face shields and simple 3-layer masks* are awaiting customs clearance and will be driven to the **maaps** office (ongoing arrivals weeks of 4.20-4.30 Member orders will be fulfilled and shipped via UPS ground from the **maaps** office.

*Sanitizing wipes and sanitizer:* **maaps** expects tracking on the sanitizing wipes next week and sanitizer the week after. Once we get tracking that means they are awaiting customs clearance and we should have the items within a week to ship to members.

*The KN95 masks:* ordered late last week and awaiting an update on those items but they are expected in 3-4 weeks (early May).

### **B. maaps Day School Donations**

Thank you to our Day Schools that have made generous donations of PPE to our residential education programs. These donations and the generosity within the **maaps** community make an extraordinary difference!

### **C. PPE Update and Availability 4.15.20 - Food and Supply Source**

**maaps** very recently received word from Food & Supply Source, our preferred food and supplies provider, that PPE supplies are available through one of their partners. Below is their communication to us. For further information about Food & Supply Source, contact **maaps** Chief Operating Officer Mark de Chabert at [mdechabert@maaps.org](mailto:mdechabert@maaps.org).

## About the Program

- Food & Supply Source through one of our partners, The Office Connection (a certified MWBE organization), has sourced select PPE, personal protective equipment, items.
- The inventory and availability fluctuate on daily basis. These products are manufactured in China and have an approximate 15-20 day lead time.
- Minimum orders may apply.
- Due to the dynamic nature of the demand for the product the pricing may vary slightly from what is on the document. Final pricing will be firm upon commitment.
- All orders must be paid for in advance. This is a requirement of the manufacturer and not The Office Connection.
- Testing documentation/certification of the product is available upon request.

## How To Order

- Click the link to sign up with this vendor.  
<https://go.foodandsupplysource.com/e/635271/ood-supply-source-new-account-/2lclv/100458127?h=2ANFf88SEdHYXY7KnWL3wDHp2uOHTPGohgrQeSDqyqk>
- Notify us of your interest by emailing [info@foodandsupplysource.com](mailto:info@foodandsupplysource.com) and copying your sales representative (if applicable)
- You will receive the item pricing list.
- A representative from the vendor contact you to place the order.

Order is placed and tracked through The Office Connection.

## D. Update on PPE Access: MEMA

The MEMA PPE Request Process can be found [here](#). [Note: Make sure you have a sense of your 7-day burn rate and what supplies you have already.]

Read the full notice from the Provider's Council [here](#) and updated information [here](#).

"...the Executive Office of Health and Human Services that the Massachusetts Emergency Management Agency (MEMA) has **opened up access for community-based human services organizations to request Personal Protective Equipment (PPE)**.

As quickly as possible, organizations are asked to connect with state officials to make requests for PPE. If agencies can submit requests through the correct MEMA region, it will help with expediting them. EOHHS and MEMA have requested that agencies describe what PPE they need/usually wear, the quantity needed and how quickly they are going through supplies. This will help the state make distributions."

MEMA PPE supplies are for situations where all other supply chains have been exhausted. If that is the case, email your region's manager to that effect. (see the map for locations of regions) Provide the following information:

- Contact name, email and phone number
- Address of the program where PPE is to be sent

- Supplies needed, (determine what is needed as a “two-week supply” based on program size and circumstances)

MEMA Manager phone and emails (please use the email for this purpose):

- Region 1: 978.328.1500 or [REOC1.Manager@mass.gov](mailto:REOC1.Manager@mass.gov)
- Region 2: 508.427.0400 or [REOC2.Manager@mass.gov](mailto:REOC2.Manager@mass.gov)
- Regions 3 and 4: 413.750.1400 or [REOC34.Manager@mass.gov](mailto:REOC34.Manager@mass.gov)

**E. Mask Decontamination Program: Battelle CCDS**

**maaps** has been made aware of a(n) N95 decontamination program that members may be able to take advantage of. This is a way of recycling the masks and may eliminate the need to purchase more or at least as many.

*Battelle is NOT able to decontaminate KN95 masks, as they are not NIOSH (National Institute of Occupational Safety and Health approved).*

It appears that residential programs can participate in this program **at no charge**, if there is nursing available full time.

Here’s’ the link: <https://www.battelle.org/inb/battelle-ccds-for-covid19-satellite-locations>

Each program/school needs to submit their own information and it is advisable that medical personnel, if available, take the lead in making the application.

The Battelle CCDS site is located at 77 Middlesex Ave., Somerville, MA 02145

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**III. Testing**

MA DPH has provided a user friendly guide: [Updated Residential and Congregate Care guidance.](#)

*Testing for Resident:* When a resident shows symptoms of illness or has potentially been exposed to a person who is COVID-19 positive, contact the individual’s PCP so the resident can receive *COVID-19 testing*. Testing sites are available. The list of testing sites across the state is [here](#).

*Direct Care Worker Testing:* If a direct care worker, or supervisor, requires testing it is recommended that they refer to themselves as essential “health care practitioners” at the screening or testing site. Using the term “direct care staff” may be less effective in getting a test. They should also have with them a letter from the program, on official letterhead that they are designated by the Governor on 4.2.20 as Health Care Providers, and as such, essential employees.

*Onsite Testing:* EOHHS funding agencies are in the process of facilitating onsite testing to residents and staff in state operated or provider-operated congregate care programs. Please consult your funding agencies for guidance regarding the availability of mobile testing and protocol for sending requests.

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#### **IV. Confirmed Cases of COVID-19**

##### **A. Who to Contact**

If residents have a confirmed case of COVID-19, immediately contact:

1. A healthcare provider associated with the facility
2. Individual's guardian
3. The Local Board of Health – (and option to contact the DPH contact provided below) – to review risk assessment and discuss laboratory testing and control measures
4. The program's EOHHS funding agency (DESE has also asked for notification)

**maaps' DPH Direct Contact:**

Steve Fleming, EdM  
Epidemiologist  
Division of Epidemiology  
Bureau of Infectious Disease and Laboratory Sciences  
Massachusetts Department of Public Health  
305 South Street, Jamaica Plain, MA 02130  
617-983-6855  
[stephen.fleming@state.ma.us](mailto:stephen.fleming@state.ma.us)

##### **B. Standards on Exposure**

**Working after exposure:**

*\*\*Please be advised that the written guidance from MA DPH found in the [April 14 Updated Residential and Congregate Care Guidance](#) has not been updated to reflect the new [guidance from CDC](#) on workers exposures to positive COVID-19 cases.\*\**

*\*\*Also, please be advised that local Boards of Health may give guidance that conflicts with both DPH and CDC and may be more conservative in terms of length of quarantine.\*\**

## 1. CDC Guidance

This [guidance from CDC \(April 9, 2020\)](#) clarifies working conditions after exposure and grants greater flexibility to maintain safety.

Guidance from CDC: [Click here](#)

"To ensure continuity of operations of essential functions, CDC advises that critical infrastructure workers may be **permitted to continue work following potential exposure to COVID-19, provided they remain asymptomatic and additional precautions are implemented to protect them and the community.**

A potential exposure means being a household contact or having close contact within 6 feet of an individual with confirmed or suspected COVID-19. The timeframe for having contact with an individual includes the period of time of 48 hours before the individual became symptomatic."

In [this guidance](#) listing "Critical Infrastructure Industries" under Residential/Shelter Facilities and Services, (page 15) "Workers performing services in support of the elderly and disabled populations who coordinate a variety of services, including health care appointments and activities of daily living" are included.

If an employee tests positive for COVID-19 but was not in the facility while they were symptomatic or in the 48 hours prior illness onset, no deep cleaning may be required. Follow the CDC [Return to work](#) guidelines to determine when an employee may safely return to the facilities.

## 2. EEC/DPH Residential and Congregate Care Programs Guidance

Executive Office of Health and Human Services (EOHHS) issued guidance for organizations that operate congregate care programs and updated this guidance on April 14<sup>th</sup>. [Guidance from Massachusetts DPH/EEC](#) (or click [here](#))

**Close Contact with a Confirmed Case of COVID-19** An employee or resident may have had close contact with an individual who has tested positive for COVID-19 but has not tested positive themselves.

**Asymptomatic Health Care Professionals (HCPs)**, including those congregate care direct care workers which have been designated as HCPs, may continue working, with PPE, after they have been exposed to a person with a confirmed case of COVID-19 in accordance with the [DPH Revised Guidance for Allowing Asymptomatic Health Care Personnel to Work Following Exposure to COVID-19](#).

**Asymptomatic Non-Healthcare Essential Service Workers** may continue working, with a facemask, after they have been exposed to a person with a confirmed case of COVID-19 in accordance with the [DPH Guidance for Non-Healthcare Essential Service Workers and Their Employers](#)

“Close contact” is defined as living in the same household as a person who has tested positive for COVID-19, caring for a person who has tested positive for COVID-19, being within 6 feet of a person who has tested positive for COVID-19 for about 15 minutes, or has been in direct contact with secretions (e.g., sharing utensils, being coughed on) from a person who has tested positive for COVID-19, while that person was symptomatic or in the 48 hours prior to illness onset . Decisions about who had close contact and implementation of legal quarantine are done through the Local Board of Health.

- Congregate care staff may continue to work with a facemask if they are asymptomatic. o Non-Healthcare congregate care staff should follow DPH guidance regarding their ability to continue working if they are asymptomatic. • Residents should self-quarantine for 14 days. • Those in self-quarantine who have not developed symptoms and are not considered a high risk for transmission of the virus may return to the building once the 14-day quarantine period has ended.
- The facility does not need to be closed. • The facility does not need to be deep cleaned at this time. • If the exposed employee or resident subsequently develops symptoms and tests positive for COVID-19, follow the guidelines under Confirmed Cases.

*\*\*Again, it bears repeating: Please be advised that the above written guidance from MA DPH found in the Updated Residential and Congregate Care guidance has not been fully updated to reflect the new guidance from CDC on workers exposures to positive COVID-19 cases. Each situation may present some unique facts, please check with your regulatory authority.\*\**

### **C. Direct care staff designated as health care providers by the Governor 4/2/20**

The letter attached below ensures that staff working in residential settings qualify for the resources outlined in FFCRA signed into law by the President on 3.19.20. The way this particular issue worked is that a recent federal law (FFCRA) allowed the highest official in the state to designate specific individuals as health care providers under the Department of Labor’s regulations. It didn’t require an executive order, but just for the Governor to state which personnel, which is what [this letter](#) is. It satisfies the federal requirement and allows for direct care staff to be designated as healthcare professionals.

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### **V. Extra Expenses Due to COVID-19**

**maaps** members have incurred extra expenses during this time period due to COVID-19, particularly in the residential education programs which have remained open during this time period.

We encourage you to speak to your lawyer, auditor and financial advisors, as you pursue various financial opportunities to offset the added expenses outside of the tuition. (Of course, you may not be paid twice for the same thing, we urge caution and appropriate documentation as you move forward.)

*Survey to Members:* In order to have a sense of these costs, **maaps** has surveyed all members regarding March costs and will do so again the first week in May regarding all April costs. Having accurate cost measurements will assist in the advocacy work to secure funding.

*Information about Opportunities for Funding:*

**EEC Webinar on Small Business Loan and Recovery Programs** by Children’s Investment Fund, CliftonLarsonAllen, Goodwin Proctor and Clarendon Early Education Services can be found [here](#).

**EEC’s Summary of the MA Loan and Recovery Programs** for Small Business During COGID-19 Pandemic can be found [here](#).

**EEC’s FAQ** on Small Business Administration’s Paycheck Protection Program (PPP) can be found [here](#).

**The U.S. Dept. of Treasury and Small Business Administration Paycheck Protection Program Loan FAQ** (4/23/2020) can be found [here](#).

**COVID Relief Coalition:** Relief and legal assistance resources for Massachusetts small businesses and nonprofits website can be found [here](#). This includes information about sources of relief for nonprofits including, the Massachusetts COVID-19 Relief Fund, Boston Resiliency Fund, The Boston Foundation COVID-19 Response Fund, etc.

**EEC Grant Opportunity:** EEC has announced that it will have a grant for added costs due to the COVID-19 pandemic. We will share information regarding this grant opportunity as we learn more.

In addition to the above funding opportunities, **maaps** is pursuing additional possible funding sources for the unexpected and extraordinary costs associated with COVID-19.

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The above is the information we have today, but in this environment, information changes rapidly, please keep yourself informed through the state and federal sources, including the CDC and mass.gov

**Thank you** for all that you are doing to keep the students you serve and the staff in your program safe. We are here to support you. Please do not hesitate to contact us. **#maapsessential**