

Day Program Re-Opening Plan Template

1. Staffing
2. Capacity
3. Building Set Up – to allow for social distancing
4. Pick Up/Drop Off
5. Transportation
6. Supplies – include PPE (availability and use) and cleaning supplies
7. Food Preparation/Meal Service
8. Cleaning/Sanitizing – include handwashing routine
9. Program Schedule/Grouping
10. Medication Administration
11. Visitors
12. Staff Training
13. Screening
14. Isolation/Quarantine
15. Communication Plan
16. Covid19 Resources (printed from REACH)
17. Team review by Individual of plan/readiness to return

NOTE: Add signature lines/date