

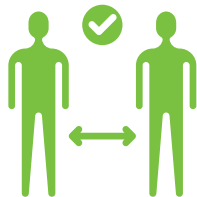
Non-Direct Care Employee Safety Policy in Client Homes (for non-COVID+ clients only)

Based on CDC guidance (see [CDC.gov](https://www.cdc.gov)), we have adopted the following policy for non-direct care employees who visit non-COVID+ clients in their homes. This policy applies to Life Care Managers, Area Managers, and Care Advisors.



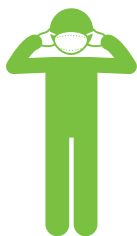
Wash your hands often

Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Avoid touching your eyes, nose, and mouth with unwashed hands.



Avoid close contact

Avoid close contact with your client. If possible, stay at least 6 feet (about 2 arms' length) from your client. Do not gather in groups in a client home.



Cover your mouth and nose with a cloth face cover when around others

Wear a cloth face cover when inside a client home. Per the CDC, try to not use a facemask meant for a healthcare worker. Continue to keep about 6 feet between yourself and your client. Wash your cloth facemask each day you leave your home.

