



March 16, 2020

**Subject: CTT and ACT Changes during COVID-19 Situation**

At this time CTT and ACT will be cancelling/postponing all groups held at their offices.

ACT and CTT will also be postponing wellness activities/outings in the community i.e. AA meetings, outings to restaurants, gym, shopping unless necessary.

All staff visits will be 1:1.

Staff will call individuals prior to visiting. Staff will complete a health screening with individual prior to seeing them in the community. If individuals have any symptoms of being ill or under the weather, staff will provide support over the phone and will not see face to face.

Ask clients wash their hands prior to touching staff pens, computer, or phone. If they do not, write it up as a refusal or due to illness.

If consumers are experiencing any symptoms of being ill and are required injection/medication, staff will follow safety precautions attached "Protecting yourself and others".

Meeting clients (that are able to) outside, especially those in nursing homes, personal care homes, and residential settings. If clients are unable to go outside these settings, staff will provide support via phone call.

Staff will attend Inpatient Mental Health meetings via phone call.

Medications will be ordered for our individuals for the next 30 days and delivered as a precaution.

These changes will take effect immediately and continue until further notification as updates with the Coronavirus and safety measures are continuously changing.

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United Way of  
Southwestern Pennsylvania