



COVID-19 Guidelines for Advocate In-Person Visits - Phase 2 -

As of July 21, 2020

- ❖ You, our Advocates, continue to impress and inspire us with your determination, creativity and commitment. As each of you continue to intentionally invest in the life of your assigned child/youth during this pandemic, we encourage you to continue with virtual visits. We recognize that some of you would like the option to have in-person visits, so we are providing you with guidelines to follow.
- ❖ Our first concern, as always, is your safety and the safety of the children and families we serve. Secondly, some of the information here is being provided because we are required by law to share it with you. We realize that some of the information here will be the same or very similar to what you are already seeing in your workplaces or the community.
- ❖ These guidelines will change over time, hopefully lessening, as things progress. We will keep you informed of any changes. If in doubt, don't hesitate to reach out to your Advocate Supervisor.
- ❖ As a reminder, the CASA House remains closed for visits. We look forward to inviting you back in the (hopefully near) future.

Overview

Our protocol, based on the orders, guidelines and information from the federal, state and local government, will be detailed in this document. Your Advocate Supervisor is available to answer any questions you may have. Here is a brief snapshot for easy reference:

- It's Optional: We still recommend that you stick with virtual visits for now but if you & your child/youth are ready for in-person, you'll need to follow these guidelines.
- No Driving your Child/Youth
We understand that not being able to transport your child/youth yourself can make in-person visits complicated or even remove the option altogether. We'll do what we can to allow this as soon as possible. Please be patient & follow this guideline until we tell you otherwise.
- Stay Outside: All in-person visits need to be outside only for now. Lots of fresh air and sunshine are good for the soul...and keeping COVID-19 at bay.
- Teamwork: Making plans for in-person visits will be a group effort. Involve your Advocate Supervisor and the child's caregiver.
 - Before visits, you'll need to email your supervisor with your agreement to follow these guidelines - more on that below...
- COVID-19 Screening
You will need to check yourself for symptoms & ask your assigned child/youth and family to do the same for every visit.
- Handwashing: do it often & for 20 seconds or more. They say singing a song helps you wash long enough.
- Hand Sanitizer: bring it with you. Keep it with you. Bring some for your child. You use it. They use it. When in doubt, use it.
- 6 Feet Apart: wave, air hug, or air high 5 - just keep your distance. I know we like each other but no handshakes, hugs, etc.
- Face Covering: if you're running, walking, biking or eating, you can take it off. Otherwise wear it. Please help the child and their family wear theirs too.

In-Person Visit Guidelines

Initial Considerations

In-person visits are optional at this time. Here are some things you will want to consider before initiating any in-person contact.

- Consider for yourself:
 - Are you comfortable with in-person visits and any potential risks they may bring?
 - Are you part of a [higher risk population](#) or have other health concerns?
 - Is anyone in your household part of a higher risk population or have other health concerns?
 - Are you willing to accept risk and responsibility for your own health and well-being?
 - Are you willing and able to follow all guidelines in this document as well as local and state orders at all times when with your assigned child/youth?
- Consider for the child/youth:
 - Is an in-person visit in *their* best interest at this time?
 - Is your child/youth feeling comfortable with the idea of an in-person visit?
 - Is the child/youth's caregiver comfortable with an in-person visit?
 - Is your child/youth part of a higher risk population or have other health concerns?
 - Is anyone in the child/youth's current household at higher risk or have other health concerns?

Acknowledgment of Guidelines

Attached you will find the Acknowledgment of Guidelines page. This needs to be signed and returned to your Advocate Supervisor before beginning in-person visits

- If you choose not to do in-person visits, let your Advocate Supervisor know that you have received this document and are deciding to opt out at this time.
- If at any point you do decide to pursue in-person visits, you will need to return the attached agreement to your Advocate Supervisor.

Approval for visits from Advocate Supervisors

You will need to discuss your ideas/plans for in-person visits with your Advocate Supervisor. All plans need to be approved by your Advocate Supervisor ahead of time.

- You are not required to request approval for every visit but should discuss any significant changes to initial ideas/plans with your Advocate Supervisor prior to additional visits.

- Ask your Advocate Supervisor about whether contacting the social worker and/or other members of the Child and Family Team would also be a good idea.
- Remember that your Advocate Supervisor is a resource. Don't forget that they can be helpful with determining if in-person visits are a good fit, coming up with ideas, thinking through potentially challenging situations, etc.

Coordination with Caregiver and Youth

In-person visits need to work around any limitations of the child/youth and their caregiver/family including their comfort level and current living situation.

- In-person Visits Checklist - use the attached checklist as a point of discussion with the child's caregiver to decide together if in-person visits are a good fit at this time and if any specific considerations or precautions are needed.
- Arrangements for transportation - remember that driving your child/youth in your own vehicle is not an option at this time. You will need to consider this in deciding where to meet and how the child/youth will get there. Outdoors at the child/youth's current residence may be a helpful option to consider.
- Screening for COVID-19 - for each in-person visit, be sure to ask the child/youth's caregiver (or non-minor dependent) the following questions beforehand:
 - Has anyone in your home tested positive for COVID-19 in the past 14 days?
 - In the past 14 days have you, the child, and/or anyone else in your household had any of the following symptoms?
 - Fever or chills
 - Cough
 - Shortness of breath
 - Fatigue
 - Muscle or body aches
 - Headache
 - Sore Throat
 - New loss of taste or smell
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
 - Have you, the child, and/or anyone in your household had close contact with a person who tested positive for COVID-19 with a laboratory-confirmed test in the last 14 days?

If the answer is "yes" to any of these questions, in-person visits should not take place. Encourage the caregiver or non-minor dependent to contact their doctor and let them know about their symptoms and/or exposure.

Self-Screening for COVID-19 Symptoms

Before heading out for each in-person visit you need to screen yourself for any COVID-19 symptoms.

- People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. *(see above for list of potential symptoms)*
- Self-screening should include:
 - Taking temperature (necessary)
 - Assessing personal health condition for possible symptoms (necessary)
 - Use the [CDC Coronavirus Self-Checker](#) (optional)
 - Talk to your Advocate Supervisor if unsure (optional)
- When to stay home:
 - If you have a fever (feeling feverish or a temp of 100.4°F or above)
 - If you are experiencing any of the symptoms listed above
 - If you are feeling sick
 - If you have been exposed to someone or are living with someone who has or is suspected to have the coronavirus
- When to seek medical attention:
 - If you are experiencing these emergency warning signs, seek immediate medical attention:
 - Trouble breathing
 - Persistent pain or pressure in the chest
 - New confusion or not able to be woken
 - Bluish lips or face
 - If you are experiencing COVID-19 symptoms or think you have or may have the coronavirus, call your doctor's office.
 - At any point that you feel the need.

Practice Preventative Measures

It will be your job to communicate and initiate these precautions for your in-person visits. You may need to remind the child/youth and their caregiver or family members more than once about these guidelines. Be firm but kind in drawing these boundaries and sticking to them.

- Stay Outside: at this time, all in-person visits need to take place outdoors only. Try to avoid crowded spaces. Avoid any indoor spaces, even if they are open to the public. *See attached for some ideas for outdoor visits.*
 - Remember to consider restroom availability.
- Physical distancing: maintain a distance of 6 feet or more at all times.

- This includes avoiding picking up/holding young children or babies, hugs, high fives, etc.
- Face covering: be sure to wear a face covering for all in-person visits. Attached is the state order for face covering requirements.
 - Please ask any others present at your visit, including children over 2 years old, to also wear a face covering. (*Children under 2 should never wear a face covering*).
 - You can get reimbursed for face coverings or other protective supplies (gloves, hand sanitizer, etc.) for yourself, your assigned child/youth or their family/caregiver.
 - Let your Advocate Supervisor know if you need help obtaining these supplies.
 - Exceptions - it is ok to remove face coverings if (while staying 6 feet apart):
 - You are active (walking, running, bike riding, etc.)
 - You are eating/drinking
- Handwashing: one of the best ways to prevent the spread of COVID-19 and other illnesses is through frequent, thorough handwashing. Carry hand sanitizer with you for your visits, in case the places you go do not have hand washing facilities or their own sanitizer available.
 - Wash your hands often with soap and water for at least 20 seconds. Encourage your child/youth to do the same.
 - If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol.
 - Avoid touching your eyes, nose, and mouth with unwashed hands.
 - You may need to remind your child to avoid touching their face, face covering, etc., potentially multiple times throughout your visits.
- No shared items: If the activity you are planning with your child/youth involves supplies or items, be sure that you each have your own.
 - e.g. If you are going to paint, each person should have their own paint brush. If you are going to jump rope, each person should have their own jump rope, etc.
 - You may provide supplies for your child/youth but please ensure that they are clean.
 - You may bring snacks for your child/youth as long as they are individually wrapped - do not share snacks.
- Small Gathering Size: keep gatherings to as few people as possible (including other children from the child/youth's household).

Age Specific Guidelines

If your CASA child/youth is unable to self-regulate their behavior to follow the protective practices throughout your visits, ask the caregiver be present to assist them or consider waiting to start in-person visits.

- 0-3 years old:
 - Caregiver will need to be present and be the only one who picks up or holds the child. 6 feet of physical distance still applies.
- 4-11 years old + 12-21 years old:
 - Consider bringing an extra (unused) face covering and hand sanitizer for the youth, in case they forget their own.
 - Avoid situations where you may need to assist or rescue the child/youth from risk or danger, such as certain sports/physical activities, to avoid potential physical contact.

Additional Considerations

- Conversations with your CASA child/youth:

Your child/youth may have thoughts, concerns, questions, anxiety, etc. about COVID-19, and moving to in-person visits may raise or re-raise some of these. Consider how you may want to talk to your child/youth and give them room to share their feelings, thoughts, questions, etc.

 - Talk to your Advocate Supervisors for additional resources or help with knowing how to navigate these conversations.
 - See resource page below.
- Role of CASA of Santa Cruz Staff: We are here for you!
 - Approval of in-person visitation plans - Advocate Supervisors
 - Provision for supplies/activities:
 - CASA is happy to reimburse you for protective supplies. Your Advocate Supervisor can also help you procure supplies, if needed.
 - The Children's Fund and Activity Fund are still here for you and your child/youth - don't hesitate to use them!
 - Risk assessment - CASA staff has performed a risk assessment for Advocates conducting in-person visits. If you have any feedback or questions for us about potential risks, please feel free to discuss that with your Advocate Supervisor.
 - As part of our overall COVID-19 Prevention Plan, we are documenting all training of staff and volunteers on necessary guidelines/practices. Feel free to reach out to us if you'd like to know more.

Resources + Helpful Links

- COVID-19 Information
 - Guidance for face coverings state-wide:
https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Guidance-for-Face-Coverings_06-18-2020.pdf
 - Informational Flyers:
 - COVID-19 Fact Sheet: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/2019-ncov-factsheet.pdf>
 - Handwashing: <https://www.cdc.gov/handwashing/pdf/hand-sanitizer-factsheet.pdf>
 - What to do if you are sick: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet.pdf>
 - Cloth Face Covering: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-covering.pdf>
 - Santa Cruz Health – You Can Save Lives:
<https://www.santacruzhealth.org/Portals/7/Pdfs/Coronavirus/You%20can%20SAVE%20Lives%205.21.20.pdf>
 - CDC Links:
 - Higher Risk Populations/Who need to take extra precautions:
<https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html>
 - Symptoms: https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fsymptoms-testing%2Findex.html
 - Going Out considerations: <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/deciding-to-go-out.html>
 - Personal & Social Activities:
<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/personal-social-activities.html>
 - Visiting Parks & Recreational Facilities:
<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/visitors.html>
 - Considerations for gatherings and events:
<https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/considerations-for-events-gatherings.html>
 - State Park Visitor Guidelines: https://www.parks.ca.gov/?page_id=30350

- Flatten the curve at parks flyer:
https://www.parks.ca.gov/pages/712/files/COMBO_Not%20State%20Park_English%2003.22.2020.pdf
- Additional COVID-19 Information:
 - <https://www.santacruzhealth.org/HSAHome/HSADivisions/PublicHealth/CommunicableDiseaseControl/CoronavirusHome.aspx>
 - <https://covid19.ca.gov/>
- Helpful Tips & Info
 - Book for children in foster care about COVID-19:
http://www.qpi4kids.org/documents/2020_qpiNatlConference/One%20Day,%20Everything%20Stopped.pdf
 - CA Surgeon General Stress Busting Playbooks:
 - For kids:
https://files.covid19.ca.gov/pdf/caregivers_and_kids_california_surgeon_general_stress_busting_playbook_draft_v2_clean_ada_04072020v2.pdf
 - For Adults:
https://covid19.ca.gov/img/wp/california-surgeon-general_stress-busting-playbook_draft-v2clean_ada-04072020.pdf
 - Ideas for Outdoor Visits:
 - Locations: *(Please respect any closures of state parks, beaches, etc.)*
 - Yard or porch of child/youth's residence (this may be a helpful option, especially for younger children who may need a restroom close by).
 - Park (no playgrounds)
 - Beach
 - Local trails/walking paths
 - Restaurants with outdoor dining
 - Activities:
 - Fly a kite
 - Go for a walk/hike/bike ride
 - Get a snack, meal or treat at a restaurant with curbside service or outdoor dining
 - Do an art project: color, draw, paint, sidewalk chalk



Acknowledgement of Guidelines

My signature indicates that I have read and agree to follow all of guidelines presented in CASA of Santa Cruz County's COVID-19 Guidelines for Advocate In-Person Visits - Phase 2.

I also agree to follow all state and local orders and guidance for public safety.

I understand that:

- I am responsible for my own health and safety, including potential contraction of the COVID-19 virus.
- In-person visits with my assigned CASA child/youth are optional and it is my own choice to proceed, believing it to be in the best interest of the child/youth.

Advocate Name (Print)

Advocate Signature

Date

This page is to be completed and returned to the Advocate Supervisor prior to in-person visits with the assigned child/youth.