

In accordance with guidelines set forth by local and state government and health officials, Community Brain Injury Services Case Management services will resume face to face meetings on **July 1st, 2020**.

Community Brain Injury Services will follow the protocol listed below for resuming in-person case management services. This document includes the measures we will take to protect your health, as well as protocol we will ask all individuals to follow. If you are unable or unwilling to follow the health and safety protocol, case managers will continue to provide you with virtual case management services.

This health and safety protocol will continue until further notice.



Occupancy- The Administrative and Case Management office will have no more than 50% occupancy, or ***no more than 10 individuals***, in the office at a time. Any in person meetings at the office with your case manager must be scheduled in advance.



Social distancing- All individuals will be asked to follow social distancing guidelines, which includes maintaining at least ***6 feet of space between themselves and anyone else at all times***. Case managers will request to meet with you outside of your home if possible or in a location where proper social distancing is possible.



Masks- Every person having a face to face meeting with their case manager will be required to ***wear a mask for the duration of the visit***. If you don't have a mask, one will be provided to you.



Health screening- Every person entering the CBIS office will have their temperature checked and will be asked a series of health screening questions recommended by the CDC prior to entering the building. Temperatures will also be checked at the onset of any face to face meetings. ***If you have a temperature of 99.5 or above or have any symptoms that may indicate illness, your meeting will be rescheduled as a virtual meeting.***



Transportation- In an effort to minimize exposure risk, ***case managers will be unable to provide transportation to any meetings or appointments.***



Medical Appointments- ***Case managers will attend medical appointments virtually as needed*** and will assist you in setting this up. If it is not possible for them to attend the appointment virtually, your case manager can meet you at your medical appointment. Your case manager will work with you to determine the necessity of being present.



*Providing Innovative services
for survivors of brain injury*

I, _____, understand that the measures noted above are for my protection and the protection of all the clients and staff at Community Brain Injury Services and to reduce the risk of exposure to COVID-19. Although our programs are complying with current public health guidance to help prevent the spread of the Covid-19 virus, we cannot make any guarantees. I further understand that my agreement to resume in person case management meetings is voluntary and that there is inherent risk of exposure to Covid-19 and other infectious diseases. By signing this document, I am agreeing to follow the health and safety protocol of the organization while I am meeting with my case manager. If I am unable to abide by the health and safety guidelines, I will only be offered virtual services during this time.

Client Signature

Staff Signature

Date