

CASA Tips & Expectations for Face-to-Face Contact

Stay at home

- Individuals defined by the CDC criteria to be at a higher risk may refrain from visits and practice remote forms of contact
- Advocates **will not** have face-to-face contact with associated parties if:
 - temperature is over 100.4 or greater
 - experiencing respiratory symptoms such as those listed in **Screening Checklist**



www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html

Call Ahead



- Before visiting any agency office or placement, advocate **must** call & schedule!
- **NO** unscheduled visits allowed!

Prior to contact, screening will be conducted. If any question is answered 'yes' there will be no entry!

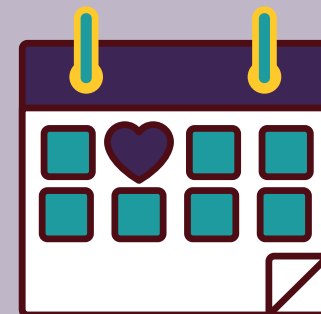
VISIT WHERE?



- At this time, advocates will visit children placed within Central Louisiana **only!**
- Parishes include: Vernon, Rapides, Avoyelles, Grant, Winn, LaSalle, Catahoula, & Concordia.

HOW OFTEN?

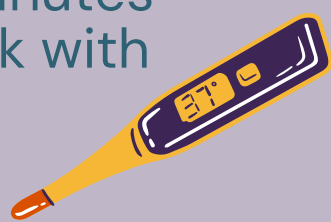
- **Minimum** once a month – advocate must make phone contact or visit virtually with children/families if face-to-face contact isn't possible
- Placement visit is recommended **at least** once per quarter
- If child is 3 years or younger, conversation with caregiver is acceptable



PRIOR to any contact advocates must complete Screening Checklist

Ask about yourself and those in placement:

- Do you or anyone have fever of 100.4 or greater? Experiencing chills or feel warm?
- Do you or anyone have any respiratory symptoms? Persistent cough (wet or dry), Sore throat, Runny nose
- Have you or anyone had close, unprotected contact with someone showing symptoms or confirmed with COVID-19? (spent longer than 15 minutes within 6 ft of someone who was sick with a fever and cough)?



If you answered **NO** to all of the questions above, please proceed with **scheduling** face-to-face contact.

Advocate MUST verify and document temperature/self-screening in Optima.

Scheduling Face-to-Face Contact with Caregivers



- Advocates **will**:
 - schedule day/time for visit & complete screening questions (refer to Screening Checklist)
 - postpone visit if caregiver answers 'yes' to any questions & arrange another type of contact
 - document rescheduling in Optima & notify coordinator
 - notify the caregiver that:
 - they will be contacted the day of/day prior to visit
 - notify caregiver that advocate will be wearing personal protective equipment
- If Caregiver refuses face-to-face visit at home:
 - politely suggest visiting outdoors as an alternative (in the yard, at an open park, outdoor seating at a restaurant)
 - if face-to-face contact is still refused, schedule a virtual visit or complete a phone call visit; document in Optima and notify coordinator

Day Before/Day of Face-to-Face Contact with Child

1. If advocate has shown symptoms or had fever within the last 24 hours advocate **must**:
 - reschedule visit with caregiver & arrange a meeting by phone or virtual option
 - document in Optima
 - notify coordinator
2. Call caregiver and review Screening Checklist
3. If caregiver answers "yes" to any screening question advocate **will**:
 - postpone face-to-face contact and arrange for other form of contact
 - document in Optima
 - notify coordinator

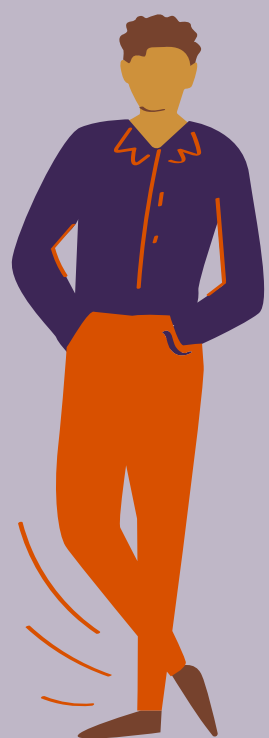


During Face-to-Face Contact with Child

- To ensure safety of advocate, child, caregivers advocate will:
 - wear mask and/or face shield
 - wear new/unused gloves
 - sanitize hands if new/unused gloves are unavailable
 - maintain social distance of 6ft from individuals
 - utilize hand sanitizer and properly dispose of used gloves if applicable upon departure
- Gifts:
 - do **NOT** bring homemade cookies, cakes, and/or candy to the child
 - gifts are available at the office; schedule an appt. to pick up
 - recommend the caregiver wipe the gift with sanitizer/cleaning solution prior to opening



During Face-to-Face Contact with DCFS, Court Personnel, Staff, or other Associated Parties



- To ensure safety of all individuals advocates **will**:
 - wear mask and/or face shield
 - wear new/unused gloves
 - sanitize hands at beginning and end of interaction if new/unused gloves are unavailable
 - maintain social distance of 6ft from individuals

Day-to-Day

We encourage you to practice safety precautions daily when leaving your home.

- Continue to:
 - wash/sanitize your hands regularly
 - practice social distancing
 - watch for signs of you or someone in your home becoming symptomatic
 - wear masks and new/unused gloves when shopping, exchanging materials, etc.
 - as always, notify your coordinator if you begin to show symptoms, and/or have come in contact with someone who is symptomatic



As we move forward, safety is paramount for all volunteers, families, staff and everyone our agency may come in contact with. Please follow these recommendations as we work together and do our part to #StoptheSpread.

*Thank you for helping us keep safety a priority!
Please contact us if you have any questions or concerns.*