

From: [Lorenz, Paul E](#)
Subject: COVID-19 and Other Important Updates
Date: Friday, March 26, 2021 12:45:47 PM
Attachments: [Screening for Healthcare Workers Prior to Entry into Facility HCC Final 3.25.21.pdf](#)
[Emergency Childcare through June 18 2021.pdf](#)
[EH Moving Memo 03 25 21.pdf](#)

Dear Staff and Physicians –

Happy Spring! I hope you are all enjoying the warmer weather and are able to get outside and take some time to care for yourselves and your families. As COVID-19 cases continue to decline, and vaccination rates continue to increase, we are beginning to see the light at the end of the tunnel. You have all contributed in important and meaningful ways to our pandemic response, and we would not be where we are today without the dedication and support of each and every one of you. Thank you!

As you know, Santa Clara County recently moved into the less restrictive Orange Tier on the State's Blueprint for a Safer Economy. This means significant changes to activities that will be allowed in the community. However, as our County Health Officer has advised, just because the State allows certain activities to resume or adopts certain COVID protocols, it does not mean that those activities are safe, or that they should be resumed in the community, or in our health care facilities. Please see below for more information about the recent [Health Officer Advisory](#).

We have received many questions about our COVID-19 infection control measures and other pandemic protocols in light of the county's movement into the Orange Tier. With limited exceptions (e.g., the screening process noted below), we are not making any significant changes at this time. All of our protocols regarding masking/PPE, breakroom and conference room usage, gatherings, testing, and social distancing requirements remain in place. Please refer to the [Hub](#) for further information. Over the coming weeks and months we will continue reviewing our protocols and make appropriate changes to resume pre-pandemic operations/practices to the extent these can be safely accomplished and are consistent with our Health Officer's direction as circumstances evolve. Please be patient as we are not out of the woods yet and COVID-19 remains a significant threat.

County Health Officer Advisory

As certain activities are allowed to resume within the Orange Tier, the County Health Officer urges residents to proceed with caution and exercise good judgment in the coming weeks and months. To keep yourself, your family, your friends and neighbors, and our broader community safe, follow these core principles:

- **Go outdoors.** Outdoor activities are far safer than indoor ones.
- **Stay masked.** Consistent use of face coverings, especially double-masking, both indoors and outdoors, is very effective at preventing spread of the coronavirus. [Follow our PPE and masking policies when at work]
- **Maintain at least 6-foot distance from others.** Social distancing from those who do not live with you is effective at keeping the virus away.

Avoid crowds. The fewer people you encounter and interactions you have, the smaller the chance the virus will spread.

- **Get vaccinated when it's your turn.** All federally approved vaccines work well and will help keep you, your family, and your friends safe.

Please see the [Health Officer Advisory](#) for further information.

Changes to Screening Process for Healthcare Workers

Effective Monday, **March 29, 2021** healthcare workers at our facilities will no longer be required to go through a screening station and a temperature check. However, consistent with existing requirements, all healthcare workers must continue to self-monitor for COVID-19 symptoms prior to work and while at work regardless of vaccination status. All healthcare workers must assess themselves for fever, cough, or other influenza like or COVID-19 symptoms and review the Healthcare Worker Screening Questions, which are referenced in the attached revised screening policy (and on the [Hub](#)) and posted at all healthcare worker entrances into the facility. As a reminder, the Screening Questions are posted below. **Do not come to work if your answer is “yes” to any of the Screening Questions.** This revised policy pertains to healthcare workers only. There is no change to the screening process for patients and visitors.

COVID-19 Healthcare Worker Screening Questions

1. **Have you had any of these symptoms in the last three days?**
 - Fever ($\geq 37.8^{\circ}\text{C}/100^{\circ}\text{F}$)
 - Chills
 - Cough
 - Sore throat (new or unexplained)
 - Shortness of breath or difficulty breathing
 - Fatigue (new or unexplained)
 - Muscle or body aches (new or unexplained)
 - Headache (new or unexplained)
 - Loss of taste or smell
 - Nausea, vomiting, or diarrhea (new or unexplained)
2. **In the past 14 days, have you had a positive COVID-19 test [and have not been cleared to return to work by Employee Health]?**
3. **In the past 14 days, have you had a close contact (within 6 feet for at least 15 minutes) with a household member with COVID-19?**

COVID-19 Asymptomatic Testing Requirements

As a reminder, **all COVID-19 healthcare worker testing requirements remain in effect** and continue to be a valuable and important tool in our pandemic response. All of our healthcare workers, **regardless of vaccination status**, must continue to comply with our testing requirements, including our asymptomatic [testing policy](#). Consistent with that policy, all patient-facing healthcare workers

must continue to be tested every 2 weeks, and all others are strongly encouraged to be tested every two weeks.

No Volunteers, Shadowers/Observers, or Friends/Family of Staff Permitted in Hospitals or Clinics

As a reminder, volunteers, shadowers/observers, or friends/family members of healthcare workers are not permitted in our facilities at this time unless they are also a patient, approved clinical student, or [approved visitor](#). We are reviewing our volunteer program to determine the appropriate time to return volunteers to the facilities.

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Reinstatement of Clinical Rotations for Healthcare Students

Effective **Monday March 29, 2021**, we will reinstate all clinical rotation/clerkship programs for medical, nursing, and other healthcare professional students.

SCVMC Campus Facilities Update

There are many exciting construction projects at SCVMC! We will schedule a Town Hall in the near future to update everyone on the SCVMC campus facility improvement projects planned for the next several years. In the meantime, please note the upcoming permanent closures of: (1) Parking Structure 3 (PS3, visitor parking lot across from building N) as of May 1, 2021; and (2) Della Maggiore building as of June 1, 2021. These facilities will be demolished as part of the Behavioral Health Services Center construction project. Additional information will be provided as it becomes available.

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Employee Health Department Move

I am pleased to announce that Employee Health is restructuring into an Enterprise department, which will greatly improve coordination, efficiency, and consistency for the excellent services provided by our Employee Health staff for all of our Health System facilities. Please read the attached memo from Andrew James regarding additional information and service locations.

County Emergency Childcare Program Extension

The County's temporary emergency childcare program for essential employees has been extended through June 18 2021. Please see the attached memo for further information.

Healthy Regards,

Paul

Memorandum

To: All Staff

From: Andrew James

CC: Paul Lorenz, Juana Castillo, Seema Sulemani

Enterprise Employee Health Dept

3/25/2021

Re: Employee Health Department Move

This is to inform that Employee Health is now an Enterprise Department, and presently in the process of physically moving its services and staff from VMC to the new home location at the O'Connor Hospital (OCH) Medical Office Building 2101 Forest Avenue, San Jose, CA, Suite 108. Several processes, such as new hire onboarding, symptomatic COVID testing, asymptomatic COVID testing have already been moved.

Effective April 16, 2021. there will be an Employee Health Satellite Clinic that will remain open at this time and offer limited services at the current VMC Employee Health location in the VSC building. The following services will be provided:

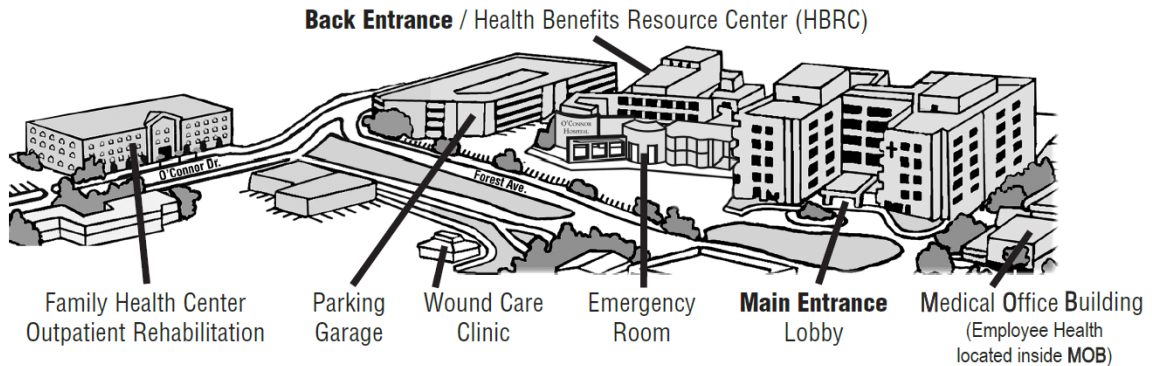
- TB skin test administration and reading
- Industrial fit testing
- Respirator fit testing
- Needle stick and sharps injury management

Current VMC Employee Health number (408-793-2658) will remain in use if you need any of the above services at VMC campus.

For all other services please call the OCH Employee Health site at 408-947-2629, 408-283-7444 (COVID appointments only). For employees' convenience all employee health services currently provided at St. Louise Hospital will continue to be offered.

How to Get to O'Connor Hospital

2105 Forest Ave., San Jose, CA 95128
(408) 947-2500 • www.oconnorhospital.org



Directions to O'Connor Hospital

From 101 (North or South):

- 101 to 880 South
- Take Bascom Avenue Exit
- Left on Bascom Ave.
- Right on Naglee (which becomes Forest)

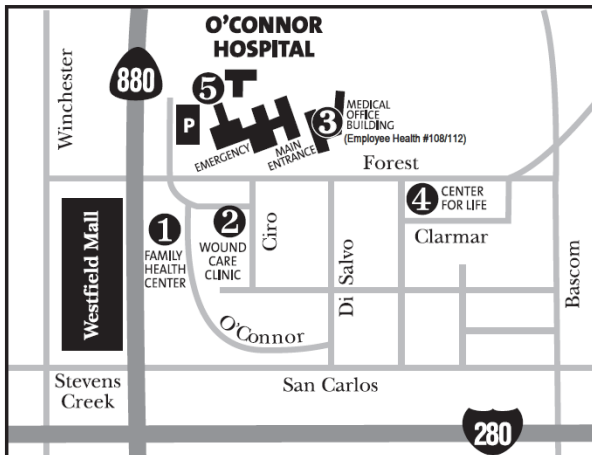
From VMC →

From 280 North:

- 280 to 880 North (toward Oakland)
- Take West San Carlos St. Exit
- Left on DiSalvo (which ends at O'Connor Hospital)

From 280 South:

- 280 to 880 North (toward Oakland)
- Take Bascom Ave. South Exit
- Right on Naglee (which becomes Forest)



Long-term parking is available behind the hospital.
Short-term parking is available in front of the hospital.

Bus route: Line 23

- 1 Family Health Center Outpatient Rehabilitation**
455 O'Connor Dr.
San Jose, CA 95128
- 2 Wound Care Clinic**
125 Ciro Ave., Suite 201
San Jose, CA 95128
- 3 O'Connor Medical Office Building**
(Employee Health, #108/112)
2101 Forest Ave.
San Jose, CA 95128
- 4 Pediatric Center for Life**
2030 Forest Ave., #110
San Jose, CA 95128
- 5 Health Benefits Resource Center**
Main hospital campus, first floor



O'CONNOR HOSPITAL
A COMMUNITY HOSPITAL

County of Santa Clara

Office of the County Executive
70 West Hedding Street, 11th Floor, East Wing
San Jose, CA 95110



FROM: Leslie Crowell, Deputy County Executive

Leslie Crowell

DATE: March 25, 2021

SUBJECT: Temporary Emergency Childcare for Essential Employees and DSWs
Offering Available Through June 18, 2021

If you need support with childcare through June 18, 2021, the County has extended the current childcare options with community providers for infants/toddlers, preschoolers, and school-age children. This service is defined by the IRS as an emergency disaster payment, and is subject to State Disability Taxes, approximately 1.2%, of the fair market value of the childcare service. Withholding taxes related to this taxable income will be withheld from your paycheck along with your other withholding taxes.

If you would like to be connected to a childcare provider during the school closure period, **please** use this link <https://hkidsf.tfaforms.net/3>, to fill out a childcare request. After you have submitted the form, you will receive a confirmation email from the Healthier Kids Foundation. You will need your employee ID, as well as general information about you and your child(ren) as part of the process of signing up for childcare. The form should take about 5 minutes to complete per child. Information about the childcare providers is included following this introduction.

Enclosed is a copy of the health and safety protocols required of all childcare providers under County contract.

Here are key items to understand about the County's childcare program:

1. Childcare services are provided on a first-come, first-served basis. There is no limit to the number of children you may enroll. **If you sign-up and then decide not to use the service, please cancel by calling 1-877-427-3631, so another County employee may use the service.**
2. After you submit the online form, a member of the Healthier Kids Foundation will call you to confirm your placement within 24-hours if the form is submitted Monday-Friday. Forms submitted on the weekend will be answered on Monday morning.
3. If you reserve a slot and then do not show up without calling the Healthier Kids Foundation to cancel, the cost of the slot will count as part of your taxable benefits.
4. If the childcare slots currently under contract with the County have been filled, the Healthier Kids Foundation will contact you and provide you with your available options. Some of the eligibility questions asked at that time will help us determine if you may qualify for state-subsidized care.
5. Currently, childcare providers are not available to cover swing, night, or weekend shifts, as school closure impacts are the focus of this care provision. The earliest program begins at 7:00 a.m.
6. You will agree to comply with the appropriate screening guidelines and regulations as stipulated by the childcare provider that you select. **Providers are required to follow Public Health Guidelines and**

Board of Supervisors: Mike Wasserman, Cindy Chavez, Otto Lee, Susan Ellenberg, S. Joseph Simitian
County Executive: Jeffrey V. Smith

Mitigation Measures for COVID-19, including screening for symptoms, cleaning protocols, and social distancing.

- 7. You may opt out if you are dissatisfied with the provider.
- 8. If you have questions, the Healthier Kids Foundation will do their best to answer them for you. Their telephone number is 1-877-427-3631.

Update of Temporary Emergency Childcare for Essential Employees Not Able to Work from Home

Services for Preschool and school age children are available utilizing the San Jose Day Nursery, the Boys and Girls Club, the YWCA, and the YMCA

If you would like to be connected to a childcare provider, please use this link <https://hkidsf.tfaforms.net/3>, to fill out a childcare request. After you have submitted the form, you will receive a confirmation email from the Healthier Kids Foundation. You will need your employee ID, as well as general information about you and your child(ren) as part of the process of signing up for childcare. The form should take about 5 minutes to complete per child. Information about the childcare providers is included following this introduction.

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Provider Information

Boys & Girls Clubs of Silicon Valley - 7:30 a.m. – 5:30 p.m. Monday-Friday with lunch provided daily

Site	Address	Infant	Toddler	Preschool	School Age
Levin Clubhouse	4955 Edenvue Drive, San Jose, 95111	0	0	0	Y
Smythe Clubhouse	2195 Cunningham Avenue, San Jose, 95122	0	0	0	Y

San Jose Day Nursery! Monday – Friday, 7:00 a.m. – 6:00 p.m.

Site	Address	Infant	Toddler	Preschool	School Age
Main Location	33 N. 8th Street San Jose, CA 95112	Y	Y	Y	N

YWCA Silicon Valley - Monday – Friday, 7:00 a.m. – 6:00 p.m.

Site	Address	Infant	Toddler	Preschool	School Age
Conservation Corps	1560 Berger Drive, San Jose, CA 95112 NEW	Limited		Y	Y
Davidson	375 S. 3rd Street, San Jose, CA 95112	Y	0	Y	0

**Y Learning Labs for Super Scholars: Academic Enrichment and Recreation Program
YMCA of Silicon Valley Sites - Monday – Friday, 8:00 a.m. –5:00 p.m.**

Site	Address	Toddler	Preschool	School Age
Barrett Elementary School	895 Barrett Avenue Morgan Hill, CA 95037	Age 4+	Y	Y
Bubb Elementary School	525 Hans Avenue, Mountain View, 94040	Age 4+	Y	Y
East Valley YMCA	1975 S. White Road, San Jose, 95148	Age 4+	Y	Y
Monta Loma Elementary	50 Thompson Avenue, Mountain View, 94040	Age 4+	Y	Y
Northwest YMCA	20803 Alves Drive, Cupertino, 95014	Age 4+	Y	Y
South Valley YMCA	5632 Santa Teresa Blvd., San Jose 95123	Age 4+	Y	Y
Theuerkauf Elementary	1625 San Luis Avenue, Mountain View, 94043	Age 4+	Y	Y

Screening for Healthcare Workers Prior to Entry into Hospitals/Clinics (Effective March 29, 2021)

Our priority is to protect our healthcare workforce members (HCWs) to the greatest extent possible. HCWs include all employees, staff, physicians, volunteers, students, and contract healthcare personnel working in the Hospitals and Clinics. For visitors (including vendors) and patients, please see the Visitor and Patient Screening Guidelines.

HCW self-monitoring and reporting of COVID-19 symptoms are key measures to decrease the spread of COVID-19. The following screening and symptom monitoring is required for all HCWs:

1. Prior to work, all HCWs must assess themselves for fever, cough, or other influenza like or COVID-19 symptoms and review the questions outlined in the Healthcare Worker Screening Questions, Attachment A.
2. Do not come to work if your answer is yes to any of these Screening Questions. Follow the usual sick call reporting process and notify Employee Health immediately (or next business day if outside of business hours) if the answer is yes to any of the Screening Questions. Follow instructions from your manager and Employee Health.
3. If your answer is no to **all** of the Screening Questions, you may come to work. You may also be required to review and answer the Screening Questions at other times during your work day.
4. **DO NOT** attempt to hide your fever or other COVID-19 symptoms (e.g. take medication to lower an elevated temperature, take cough medication to suppress a cough) so you can come to work.
5. If your assigned work shift is ≥ 10 hours, you are required to self-assess mid-way through your shift. If you answer yes to any of the Screening Questions, you must report to your manager and Employee Health immediately (or next business day if outside of business hours) and leave the workplace upon notifying your manager.
6. Regardless of the above, you are required **at all times** to be aware of the Screening Questions and self-report any yes answer immediately to your manager and Employee Health. Leave work immediately upon notifying your supervisor if you develop symptoms or a “yes” answer to the Screening Questions at any time during your shift.
7. Compliance with current masking and PPE guidelines is required at all times. Required masks consistent with the masking policy must be worn when you enter the facility to report to work. Surgical masks will be on available at your work location if you need a new one. If you need to obtain a new surgical mask, apply hand gel immediately prior to obtaining a new mask from the available box. **DO NOT** take a surgical mask without applying hand gel first.

Attachment A: COVID-19 Healthcare Worker Screening Questions

Attachment B: COVID-19 Symptoms Infographics

ATTACHMENT A

COVID-19 Healthcare Worker Screening Questions

1. Have you had any of these symptoms in the last three days?

Fever ($\geq 37.8^{\circ}\text{C}/100^{\circ}\text{F}$)

Chills

Cough

Sore throat (new or unexplained)

Shortness of breath or difficulty breathing

Fatigue (new or unexplained)

Muscle or body aches (new or unexplained)

Headache (new or unexplained)

Loss of taste or smell

Nausea, vomiting, or diarrhea (new or unexplained)

2. In the past 14 days, have you had a positive COVID-19 test?

3. In the past 14 days, have you had a close contact (within 6 feet for at least 15 minutes) with a household member with COVID-19?

***If answer is yes to any question, the HCW must leave facility and contact Manager and Employee Health.**

ATTACHMENT B

COVID-19 Symptoms infographics



Have you experienced these symptoms within the last three days?



Fever or Chills



Cough



Shortness of Breath or Difficulty Breathing



Sore Throat
*New or Unexplained



Fatigue
*New or Unexplained



Muscle or Body Aches
*New or Unexplained



Headache
*New or Unexplained



Loss of Taste or Smell



Nausea, Diarrhea, or Vomiting
*New or Unexplained

**DO NOT ENTER
IF YOU HAVE ANY OF THE ABOVE SYMPTOMS**

SEEK MEDICAL CARE AND TESTING

