Release of Responsibility Addendum

This addendum will outline additional requirements for individuals who are leaving the responsibility of the program to spend time away from the care of The Phoenix Residence, Inc. during the COVID-19 pandemic. Instances for when a Release of Responsibility are required is addressed in policy and this addendum will apply to all such leaves from the program, the authorized individual/guardian must sign the Release of Responsibility form.

Prior to Leaving:

* Before an individual leave the care of The Phoenix Residence, Inc., site staff will assess the individual for any potential symptoms, and this will be recorded in the medical record.
* If any symptoms are noted, the person signing the release of responsibility will be notified so they can determine whether they would like to move forward with leaving the facility.

During Leave:

* If the individual were to develop symptoms during the course of their time away from the facility, it will be expected the individual will stay out of the home until the following criteria are met.
	+ 10 days have passed from the onset of symptoms.
	+ Symptoms have resolved or are resolving.
* If a person would like to come back sooner than the 10 days, the following must be completed:
	+ The individual must see a medical physician and receive an alternative diagnosis which explains the symptoms.
	+ The individual must obtain a negative COVID-19 test.

Upon return:

* A symptom screen must be completed immediately upon return or if transported, the symptoms screen must be conducted at the family home and results shared before Phoenix staff picks them up, if transportation has been arranged with Phoenix.

Staff Support:

* Staff will assist the individual with transferring an individual into another vehicle or transporting to a location if this has been arranged. Staff will not enter and spend time in another family’s home at this time.

In the event of a positive exposure:

* If an individual where to have an exposure to someone who was positive for COVID-19, they will be expected to conduct a 14-day quarantine to monitor for the development of symptoms before returning to the facility.
	+ Individuals who return home and then become aware of an exposure to someone testing positive for COVID-19 will be asked to begin quarantine until 14-days from their last exposure to the person has been completed.
* Any individuals who participate in events were an exposure to someone positive for COVID-19 is likely, will be asked to maintain a 14-day quarantine at the house upon return.