



March 13, 2020

Dear Housing Services Resident:

The Novel Coronavirus (Covid-19) is a global pandemic. Graceworks Housing Services is actively monitoring the situation and taking the necessary steps to be prepared in the event of an outbreak. We are increasing the frequency of regular cleaning of our communities, including:

- Sanitation of all common areas restrooms
- Removal of trash from those restrooms, especially tissues that may contain germs
- Cleaning of handrails, elevator buttons and other high touch areas with sanitizing materials

As part of this preparation, we are stocking extra cleaning supplies and educating staff members in disease transmission. We all play a role in slowing the spread of Covid-19. The Centers for Disease Control and Prevention (CDC) has many recommendations, such as:

- Staying home when ill
- Practicing social distancing techniques and avoiding large crowds
- Cleaning frequently touched areas and surfaces including your cell phone
- Washing your hands often with soap and water for at least 20 seconds

The health and safety of our residents is our top concern. Effective March 13, 2020 and for a period of two weeks, please ask your friends and family to refrain from visiting you in your home. This change is only temporary.

This situation is rapidly evolving and changing quickly. We will update you on significant changes with another communication if necessary.

We appreciate your help in taking these precautions to keep our individuals free of illness. Should you have any questions about our emergency preparedness plan, please contact me at lberkemeier@graceworks.org or (937)-436-6890.

Sincerely,

Lisa Berkemeier, Administrator