



March 27, 2020

Dear Housing Services Resident:

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

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

As part of this preparation, we are stocking extra cleaning supplies and continuing to educate staff members and residents 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 – following prescribed doctor's orders regarding any illness and/or symptoms of COVID-19 with self-isolation for at least 7-14 days;
- Practicing social distancing techniques of 6 ft. or more and avoiding crowds;
- Cleaning frequently touched areas and surfaces including your cell phone, door and cabinet knobs, and faucet handles;
- Washing your hands often with soap and water for at least 20 seconds. Using sanitizer when entering or leaving public areas;
- Limiting outside travel to places unless they are deemed essential.

The health and safety of our residents is our top concern. Effective March 27, 2020 and for a period of two more weeks or until further notice, 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