



James L. West Center for Dementia Care
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Fort Worth, TX 76102

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MEMO

To: James L. West Friends and Families
From: Cheryl Harding, President/CEO
Date: March 18, 2020
RE: Update on Procedures for COVID-19

We understand there is a concern as the impact of the COVID-19 (Corona Virus) evolves. At James L. West, the health and well-being of our residents and staff is our number one priority.

We are closely monitoring and following the recommendations by the Centers for Disease Control (CDC), Centers for Medicare Services (CMS), Texas Health and Human Services Commission (HHSC) and Tarrant County Health Department (THD).

More specifically we are also:

1. Continuing to restrict visitors to the building, allowing only essential visitors.
2. Screening those visitors that are essential, including mandatory temperature checks and handwashing.
3. Continually re-educating staff about infectious disease policies and procedures.
4. Reviewing our infection control protocol, inventorying supplies, and preparing employees through information and education.
5. Directing staff exhibiting signs of sickness to stay home and internally tracking the symptoms they are exhibiting.
6. Communicating with residents and family members that James L West is taking this seriously and that we are taking every reasonable precaution.
7. Finding ways to support our staff as they work extra shifts and long hours, while recognizing they possibly have childcare and caregiver issues of their own.
8. Working to keep things as normal as possible for our residents.
9. Screening each resident on each shift for fever and respiratory symptoms

For our immediate families/responsible parties, we are setting up a weekly webinar/call so families can connect with us to hear our processes and ask questions. Please watch for a separate email to invite you to these communication opportunities.