

MEMO: All Staff

RE: Travel Outside of the Region

DATE: June 30, 2020

FROM: Jennifer Rush, VP of Residential, Caroline Eldred R.N. Supervisor and Kate Hood R.N. Supervisor

We are now seeing a significant increase in COVID cases in many other states outside the New England region.

Based on Massachusetts guidelines, staff may travel to the following states without any work restrictions: Rhode Island Connecticut, Vermont, New Hampshire, Maine, New York and New Jersey.

For any staff traveling in the U.S. outside these above listed states, the following will be implemented until further notice. These steps are mandatory to protect your coworkers and individuals served:

- Before returning to work all staff will need to be COVID tested and present negative results.
  - In Pioneer Valley, testing is done at the AFC at 18 Union St in West Springfield Urgent Care. Call **413-781-0100** to make an appointment and you will get the results that day. Or at 415 Cooley St in Springfield **413-782-4878**. Please notify Kate Hood of your test date and results.
  - In Berkshire County, contact BMC Coronavirus hotline seven days a week 8AM to 430PM- **855-262-5465**. Please notify Caroline Eldred RN of your test date and results.
- Once returned, staff will need to wear full PPE (gowns, gloves, masks and face shields) for two weeks from the date of their return.