

Jewish Family Service of St. Paul

Guidelines for Covid-19 In-Person Services

Purpose: This document provides guidelines for in-person services by Jewish Family Service of St. Paul (JFS) employee(s) and volunteer(s) (jointly referred to in this document as “JFS employee”) during the Covid-19 public health crisis. These guidelines cover all in-person services, including transportation. This plan is subject to change at any time. Fully vaccinated JFS employees may offer in-person service (“visit”) to existing or new clients. The client is not required to accept an in-person visit and maintains the right to receive the visit virtually by phone or video.

In-person visits are permissible under the following conditions:

1. The visit takes place in the client’s home. Examples include a private home, apartment, residential facility (e.g., senior housing, group home), or correctional facility.
2. The JFS employee is [fully vaccinated](#) for Covid-19 (as currently defined by [CDC](#)).
3. The client has chosen an in-person visit.
4. The client signs the [Covid-19 Consent for In-Person Visit](#).
5. The JFS employee and client adheres to the safety guidelines below.

JFS employees must follow the following health and safety protocols. Employees must also follow facility protocols if the visit is taking place in a residential facility.

1. Identify in-person visits in your outlook calendar with client initials. This will allow JFS to notify the client in the unlikely event that the JFS employee becomes ill with Covid-19. Volunteers should create a process for documenting in-person visits with their JFS supervisor.
2. Do not visit if you are ill.
3. In advance of the session, review the [Minnesota Department of Health website](#) about protecting yourself and others to be aware of most updated guidance. Information changes often and it is your responsibility to be aware and follow most updated information.
4. Wash hands before and after the session. If using hand sanitizer, follow [Minnesota Department of Health](#) guidelines and use sanitizer that is at least 60% alcohol.
5. Obtain signed [Covid-19 Consent for In-Person Home Visit](#) form from the client prior to visit or at the beginning of visit.
6. Wear a mask that adheres to current [CDC guidelines](#). You may request a mask from JFS if you do not have one.
7. Maintain at least 6 feet distance from others.

Our Mission: Inspired by Jewish values, Jewish Family Service of St. Paul helps individuals and families build on their strengths to develop the skills and confidence to meet life’s challenges with dignity.

Our Vision: To be one of greater St. Paul’s most effective organizations in helping people from diverse cultural backgrounds successfully navigate the expected and unexpected changes in their lives.

8. Conduct the visit in a [well-ventilated location](#) if possible.
9. Follow any facility guidelines if the visit is taking place in a residential facility.
10. If you become ill with Covid-19 or are exposed to Covid-19, inform the [CEO](#) via email. Follow the Minnesota Department of Health's guidance [if you are sick](#) and to determine need to [quarantine](#).

Clients must adhere to the following safety guidelines to receive in-person services. Others present in the visit are also asked to adhere to health and safety protocols:

1. Reschedule the visit if you, someone in your household, or someone else scheduled to be at visit (e.g., interpreter) is ill with Covid-19 or Covid-19 symptoms.
2. Sign [Covid-19 Consent for In-Person Visit](#).
3. Wash hands before and after the visit.
4. Wear a mask (unless unable to do so for a medical reason) that adheres to current [CDC guidelines](#). JFS staff will provide a disposable mask to those attending the meeting upon request.
5. Maintain at least 6 feet distance from others.
6. Notify JFS CEO Ruth Olkon (651-698-0767) immediately if you, someone in your household, or someone present during the visit becomes ill or is exposed to Covid-19 within 14 days of the visit.

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