



Church of Christ Care Center

Clinton Township, MI 48035

ALL STAFF MEMORANDUM

DATE: April 10, 2020

TO: All Church of Christ Assisted Living Staff

FROM: Amy Shellnut, Assisted Living Administrator

RE: Positive Cases of COVID-19

Today we have been notified that COVID-19, the illness resulting from the novel coronavirus, has been diagnosed and is now present at the Church of Christ **Assisted Living**.

Any COVID-19 positive resident that stays in our building will be moved to an isolation area on our 3rd floor.

We have notified public health officials as required and are following procedures recommended by the Centers for Disease Control & Prevention. We are taking every step as recommended by authorities to contain the spread. We want to make our dedicated staff aware of this situation and reassure everyone that we are on top of it.

Developments are changing day by day, minute by minute. Our focus remains on the health and well-being of the Assisted Living staff, our residents, and our whole community. We must also recognize our team for the concern and commitment you have shown to our residents during this challenging time. **Our mission has never been more meaningful.**

We ask that our residents and staff do all that they can to support our community by following the recommendations set forth by the CDC:

- Social Distancing
- Washing Hands for 20 seconds with soap and water
- Let me know if you are showing any signs or symptoms of COVID-19
- Seek medical assistance as necessary

Thank you all for your support. We will provide updates as needed. If you have any questions, please let me know. We are going to work together through this with compassionate teamwork, composure, and strength.

Sincerely,

Amy Shellnut, Assisted Living Administrator



Senior Housing

Assisted Living

Nursing Home

EOE

Where the special needs of the aged are met with special care.