

3/18/2020

Dear Clients, Patients and Families,

I'd like to provide an update to you about what Firefly Home Care LLC and Firefly Home Health LLC are doing in response to the COVID-19 (Coronavirus) situation. We understand that these are unprecedented times and we have taken steps to help keep our staff, clients and patients safe and healthy.

Our home care services play a critical role in keeping people in our community safe and well in the comfort of home. We recognize that any interruption to our clients' and patients' ability to receive home care services could lead to worsened health or hospitalizations or could force them to seek care outside of their home in the community, where there's an increased risk for contraction of communicable diseases, including COVID-19. As such, we have taken the following steps to ensure continuity of our home care services and keep our clients, patients and staff safe.

1. We are working closely with and following the guidance of healthcare authorities including the Center for Disease Control and Prevention, Indiana State Department of Health, and our local health departments.
2. We have adopted a special COVID-19 policy and procedure in accordance with guidelines by federal, state and local health authorities. This policy and procedure provides specific instructions for following standard precautions and closely monitoring patients, clients and staff members for symptoms of and potential exposure to COVID-19. If symptoms or potential exposure are identified, special precautions are taken to isolate the individual(s) involved and report to the proper authorities (at this time, there have been no reports of COVID-exposure or diagnosis among any of our patients, clients or staff).
3. All of our staff has received specific training on infection control, standard precautions and use of personal protective equipment.

We will continue to monitor this situation closely and provide updates to our clients, patients and staff, as needed. Please contact us if you have any additional questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Larson Manifold".

Larson Manifold
President
Firefly Home Care LLC & Firefly Home Health LLC