

As of December 1, 2020, Face Coverings are Mandatory in all Common Spaces in DHS Shelters

Please post the attached flyer notifying clients of this rule in prominent locations around the shelter.

Face Coverings Protect our Entire Community from COVID-19

- Coronavirus can be spread before you feel sick, when you talk, cough, sneeze, or even breathe, and can be spread by your friends, family and coworkers.
- To protect yourself and others, wear a face covering.

All Clients and Staff are Required to Wear Face Coverings

- Face coverings are mandatory at all times for staff and clients when they are within 6 feet of others, unless they are eating or drinking.

Clients Should be Denied Entry to all Common Space Unless Wearing a Face Covering

- Common spaces include but are not limited to: dining areas, recreational rooms, library and hallways, stairwells or elevators.
 - o Masks are required in dining areas except when eating. Clients who refuse should be offered a meal to go or asked to leave the dining area immediately after eating. They are not allowed to remain and socialize without wearing a mask.
 - o Masks should be encouraged in bathrooms except when brushing teeth, washing face, or showering, but clients cannot be denied access to bathrooms
- Clients should be offered a face covering before being denied access.
- Clients should wear face coverings properly while in common space, and should be asked to leave if unwilling to wear a face covering or wear it properly.
- Clients who refuse to wear face coverings cannot be denied shelter, but access will be limited to their units or beds
- If a client refuses to wear a mask and will not leave common space, please hold a case conference with the client, and inform DHS. Repeat failure to wear a mask will be addressed with the Shelter Director and DHS Program Administrator.
 - o Staff should make every effort to educate and encourage clients to wear masks and inform them of the consequences for failure to do so.
- Providers should not use security personnel to enforce the mask mandate, but please coordinate with on-site security staff so that they are aware that new rules have been imposed.

How to Properly Wear Face Coverings

- Your mask should cover your nose and mouth at all times.
- Always wash your hands with soap and water before you put on a face covering and after removing it.



- Change your face covering when it gets damp.
- Wash your face covering after each use.

People Exempt from the Face Covering Requirement

- Children under age 2 years must not wear face coverings.
- Children between the ages of 2 and 5 years old are not required to wear face coverings, but are encouraged to wear a face covering when in public if they can do so reliably without frequently touching or removing the face covering.
- People who have medical or other health conditions, disabilities or mental health, developmental, or behavioral needs that make it difficult to tolerate wearing a face covering should submit a Reasonable Accommodation request to be exempt from this requirement.
- Any person who has trouble breathing, is unconscious, sleeping, incapacitated, or is otherwise unable to remove the face covering without assistance is not required to wear a face covering.