



# Health and Safety Caregiver Policies

**Last Update:** June 18, 2021

This document outlines the safeguards that we ask Kyo clients to follow. The information contained in this document reflects our current policies as of the above date, however our health and safety guidelines are periodically updated. The most up to date policy information can always be found on the “Health and Safety” page of our website at [www.kyocare.com](http://www.kyocare.com).

**Green Highlights** = material new content since last version of document

## **Client / Caregiver Safeguards:**

### **1. ABA Session Workspace Safety**

- **Personal Health:**
  - Sessions must be cancelled if your child is demonstrating any signs of illness, or if anyone in the home is under a quarantine recommendation by a physician. To notify us of any of these conditions, please email Kyo’s cancellations team: [cancellations@kyocare.com](mailto:cancellations@kyocare.com).
    - Sessions may be resumed when your child is no longer demonstrating signs of illness or upon presentation of a negative COVID-19 test.
  - Prior to the start of each face-to-face therapy session, the Kyo clinician will stand outside of the caregiver’s home and ask a caregiver the following screening questions. If a caregiver answers “no” to either of these questions, the clinician will inform the caregiver that the therapy appointment can not take place today and will report the reason for session cancellation to the supervising BCBA and [cancellations@kyocare.com](mailto:cancellations@kyocare.com).
    - Are all members of your household currently healthy, with no signs of illness (including mild symptoms such as a runny nose or light cough)?
    - Do you have soap and paper towels in your bathroom and may I use your bathroom to wash my hands?
- **Sanitization:**



- Our staff will sanitize their workspace upon arrival and prior to leaving your home.
- A bathroom with hand soap must be accessible for our staff to access.
- Access to hand sanitizer is preferred but not required.
- **Mask Use:**
  - Kyo requires that clinicians and families follow local requirements regarding the use of masks during sessions.
    - Your clinicians may choose to continue wearing a mask, even if you are in an area that no longer requires their use. Similarly, you may request that Kyo employees working in your home continue to wear masks, regardless of the mask requirements in your area.
- **Ventilation:** Whenever possible, we encourage windows to be open to promote healthy ventilation and circulation of fresh air, to reduce the likelihood of transmission of airborne illnesses.
- **School and Other Group Session Locations:** Kyo will permit sessions to be held in school and other childcare group settings, in keeping with local jurisdiction health and safety requirements.
- **Other Community Session Locations:** Sessions may be held at community locations (e.g., museums, stores) provided a BCBA approves the location as clinically appropriate.

## 2. Contact Minimization

- **Limited Subbing:** Kyo's Staff Substitution Program will only schedule certified vaccinated staff with clients for short-term engagements.
- **Maximizing Telehealth:** Where appropriate, BCBAs will provide supervision services (Parent Training and Behavior Technician Direction) via Telehealth.

## 3. Precautions for At-Risk Population

- Should anyone reside in the caregiver's home who is considered to be at-risk for COVID-19 (e.g., over the age of 60, heart/respiratory issues, immuno-compromised, pregnant) the caregiver is consenting to accept the risk to this individual associated with hosting ABA therapy services in the home.

## Staff Safeguards:

### 1. **Each day, prior to entering a client's home**

- Our staff will take their temperature and ask themselves the following questions. Should they answer "yes" to any of them, they may not engage in direct sessions.
  - Do you currently demonstrate any symptoms of COVID-19?



- Has a health professional recommended that you be under quarantine?
- Have you been in contact with any persons exhibiting [symptoms of COVID-19](#) or persons who are within 14 days of recovery from a COVID-19 infection? (Clinicians who have been fully vaccinated are not required to cancel sessions upon confirmed or suspected exposure to an individual with COVID-19.)
- Prior to each session, staff will sanitize any of the materials that they are bringing into the home.

**2. Upon entering a client's home**

- Staff will wash their hands with soap and dry hands with a paper towel.
- Staff will sanitize the work area.

**3. During Session**

- Staff will avoid unnecessary physical contact with the client (no hugs, no sitting in lap when reading a story).

**4. Departing from Session**

- Staff will sanitize any Kyo or personal material that the client might have touched during the session (e.g., ipad, water bottle).
- Staff will wash their hands with soap and water before leaving the client's home.

*If it comes to a client's attention that a staff member on their team is not following any of the above procedures, the client should notify the supervising BCBA immediately.*