

**From:** ComSvsAFCLicensing

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**Subject:** Steps to take when a person or staff member is positive for COVID-19 in a residential facility



## Behavioral Health e-Memo

#21-01

02/09/2021

### Steps to take when a person or staff member is positive for COVID-19 in a residential facility

The following information is to provide instruction to residential facilities on completing a COVID-19 Risk Assessment when a staff or person tests positive for COVID-19. Residential facilities include:

- Adult and child foster care
- Community residential services
- Intermediate care facilities for persons with developmental disabilities (ICFs/DD)
- Children's residential facilities
- Detox services
- Residential facilities for adults with mental illness
- Residential substance use disorder treatment
- Withdrawal management programs.

Provider instructions to complete COVID-19 risk assessment

Residential settings licensed by the Minnesota Department of Human Services (DHS) are responsible to:

*A great place to live, work and play...today and tomorrow*

Service Center Cottage Grove  
13000 Ravine Parkway  
Cottage Grove, MN 55016  
Phone: 651-430-4159  
Fax: 651-430-4193

Service Center Forest Lake  
19955 Forest Road N  
Forest Lake, MN 55025  
Phone: 651-275-7260  
Fax: 651-275-7263

Government Center  
14949 62nd St N P.O. Box 30  
Stillwater, MN 55082-0030  
Phone: 651-430-6455  
Fax: 651-430-6605

Service Center Woodbury  
2150 Radio Drive  
Woodbury, MN 55125  
651-275-8650  
Fax: 651-275-8682

1. Work with the Minnesota Department of Health (MDH) to identify when a staff member has been exposed to COVID-19
2. Complete a risk assessment to mitigate infection spread.

If a person who lives or works in a licensed setting is diagnosed with COVID-19, DHS and MDH will reach out to the person and the provider to gather information and provide support through the outbreak. Meanwhile, licensed providers should use this recently published guidance, [Instructions to complete COVID-19 risk assessments, DHS-8065 \(PDF\)](#) that outlines the required steps to complete the risk-assessment process.

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**Adult Foster Care Licensing Team**

Washington County Community Services

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651-430-8307

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