



State of Connecticut  
Department of Developmental Services

DDS

Ned Lamont  
Governor

Jordan A. Scheff  
Commissioner

Peter Mason  
Deputy Commissioner

**To:** DDS Providers

**From:** Jordan A. Scheff, Commissioner

**Cc:** Peter Mason, Deputy Commissioner; Katie Rock-Burns, Chief of Staff; Scott McWilliams, Chief Fiscal Officer; David David, Director of Service Development and Support; Valencia Bagby-Young, Director of Health & Clinical Services

**Date:** April 9, 2020

**RE:** Updates and Extensions related to COVID-19

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In an effort to provide ongoing updates regarding statewide management efforts for COVID-19, this memo summarizes guidance and provides further updates for all Department of Developmental Services' (DDS) qualified providers.

### **Residential Providers**

#### **Visitation Ban-Extended**

- DDS has [issued an extension on the visitation ban](#) in all residential facilities for persons with intellectual disability and facilities overseen by DDS. Pursuant to this guidance, effective April 14, 2020 this ban will extend for a period of an additional 30 days.

### **Employment and Day Programs**

#### **Congregate Settings**

- As of March 30, 2020, DDS required that all congregate day and employment settings cease operation until further notice. Certain exceptions were outlined. Plans for exceptions must be approved by DDS. Please refer to the [March 27, 2020](#) memo for more information.

#### **Group Day and Individual Supported Employment (ISE) supports**

- As of March 30, 2020, DDS allowed individual and group supported employment (ISE/GSE) settings to continue for those community employment sites that are considered essential or those settings in which the individuals would be risking their jobs if they did not report to work. Please refer to the [March 27, 2020 memo](#) for more information.

## **Day Program Staff**

- As a reminder, day providers are to deploy staff whenever possible to provide in-home/alternate individualized supports to individuals who live in their own home or with a caregiver or a Community Companion Home provider who provides essential services.
- Based on provider feedback, additional guidance for future weeks is forthcoming.

## **Trainings**

- All Med Certs expiring 3/1-6/1 have been extended for 90 days.
- PMT recerts have been extended by six months.
- CPR refresher courses are suspended and not required
- All other mandatory trainings have been extended by 90 days

## **PPE**

### **PPE Usage**

- As of April 3, 2020, CDC and DPH guidance indicates that all staff in direct care settings should be wearing a mask. Considering PPE shortages, employees may be advised to reuse traditionally disposable face masks. Please refer to the [April 3, 2020 memo](#) regarding PPE Guidance for more information.

### **PPE Requests**

- On April 6, 2020 DDS issued a process for providers to request PPE supplies. For more information please refer to the [April 6, 2020 memo](#) on the process to request PPE from DDS.
  - To request supplies online please visit [https://forms.office.com/Pages/ResponsePage.aspx?id=-nyLEd2juUiwJjH\\_abtzi0jZnob8UlpCjbyyDVIZkk5UMzdRMVdLQzlZQ1IHMDFTUzBIOVNEQzZGMCQIQCN0PWcu](https://forms.office.com/Pages/ResponsePage.aspx?id=-nyLEd2juUiwJjH_abtzi0jZnob8UlpCjbyyDVIZkk5UMzdRMVdLQzlZQ1IHMDFTUzBIOVNEQzZGMCQIQCN0PWcu)
  - Requests can also be submitted via email to utilizing the [provider PPE request form](#) and submitted to [DDS.EOC@ct.gov](mailto:DDS.EOC@ct.gov).

## **DDS Case Management**

- DDS case managers will continue to work with individuals and families to convene Individual Plans via tele-conference.
- Annual Individual Planning meetings and Level of Need assessments may be extended based on case manager evaluation.
- All quality service reviews, initial intake visits, and other service coordination visits are suspended. However, tasks that require face-to-face visits to ensure health and safety will continue. These tasks include well-care visits and immediate protective service orders.
- Individuals and families experiencing COVID-19 related support challenges have been directed to work through their case manager to request assistance.

## **General Updates**

### **Respite Centers**

- All DDS respite centers will remain closed until June 30, 2020.

### **NCI, QSR and Licensing**

- All routine NCI, QSR and Licensing visits are suspended.
- POCs have been extended by 90 days.

**Dental Clinics**

- All scheduled, elective, routine and non-urgent dental services in DDS dental clinics have been cancelled until further notice.

DDS will continue to provide any updates and information and guidance regarding COVID-19 with individuals, families and providers. To review all DDS communications please visit the DDS homepage at <https://portal.ct.gov/DDS> under “COVID-19 Updates for DDS Individuals and Families” and “COVID-19 Updates for DDS Providers”. For questions please email [DDS.COVID19@ct.gov](mailto:DDS.COVID19@ct.gov).

Thank you.