**Memo**

To: Parents and Caregivers

From: Karen Gustina, Executive Vice President

Re: COVID zones

Date: 11/17/2020

Recently we sent home informational memos regarding the designation of a few of our facilities being located in an identified “yellow zone". This designation does not interrupt our services at this time. We are diligently following our safety plans that were developed prior to re-opening.

It is our intention to remain operational during the yellow zone phase, but per direction from OPWDD, we will have to shut down our certified site-based programs if that site address falls within an orange or red zone. This includes Day Habilitation, site base Pre-Voc as well as site-based Respite at certified sites located in an orange or red zone. This may happen quickly if cases continue to rise. We are informing you of this as it will impact your family member or person in your care.

Our Community based Pre-Voc program is permitted to remain open and we intend to continue to operate if the geographic area remains within a yellow or orange zone. All CPV will be shut down if the area moves into a red zone. Again, the situation may change rapidly and impact services.

During the pandemic, guidance has changed quickly and often due to evolving conditions. Sasi may elect to close one or more programs out of an abundance of caution regardless of the zone designation. We may also receive additional direction from OPWDD that compels us to shut down as well.

Sasi will continue to inform families and care providers as information is shared with us. We will notify you of any program closures as quickly as possible.