

Creative Empowerment Opportunities



“Empowering People
For Success”

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Creative Employment
Opportunities Inc. DBA Creative
Empowerment Opportunities, a
Michigan non-profit service
corporation and an equal
opportunity at-will employer.

September 20, 2023

To Whom It May Concern,

Creative Empowerment Opportunities has been following the COVID Community Levels as indicated by the CDC and has been monitoring the guidance from all governing authorities. We have also taken into consideration the event of a COVID-19 infection occurring at one of our Community Empowerment Centers. As a result of these factors we have revised our current COVID-19 Response Plan to include the following updates:

- Terminology Change throughout the document: **Original**-COVID-19 Community Levels **Revised term**-COVID-19 Risk Levels
- Revision area: Section III, subsections B-8: Added verbiage regarding additional criteria for increasing Community Risk Level from “Green” to “Yellow” as follows: *“In the event a COVID-19 infection is reported at a Creative Empowerment Opportunities Empowerment Center, that specific Empowerment Center’s location will be placed on “Medium/Yellow” status for a period of 5 days without new infections reported.”*
- Revision area: Section III, subsections B-11: Removed due to masks not required- *“CEO encourages employees to take breaks during their shifts by going outside and removing the face covering/mask. Each employee will have two paid breaks (with prior management approval) of no more than 15 minutes to remove their face covering. Before doing this, employees should be sure the person(s) served in their care will have appropriate level of supervision during their absence.”*
- Revision area: Section III, subsections D-1: Removed reporting to local health department guidance.
- Revision area: Section III, subsections D-2: Revised working from home guidance to specify during “Red/High” Community Risk Levels.
- Revision area: Section III, subsections D-12: Removed language regarding special FMLA considerations during the pandemic due to the expiration of US Department of Labor Families First Coronavirus Response Act.
- Revision area: Section III, subsections E-2: Removed “throughout the day” for health screening of persons served.
- Revision area: Section III, subsections E-11a: Removed reporting to local health department guidance.
- Revision area: Section III, subsections E-11c: Removed quarantine/isolation criteria by the local health department as it is not relevant at this time.
- Revision area: Section III, subsections O-2: Added “if requested or required” in regard to reporting names and phone numbers of persons served and employees to the local health department for contact tracing purposes.

CEO will continue to monitor government and local health authorities for guidance and update the COVID-19 Response Plan as needed. If you have any questions and/or concerns, please contact the Program Manager or Supervisor of your CEO Community Empowerment Program. You may request a copy of the revised COVID-19 Response Plan at any time and/or find it on our website at www.creativeempowerment.org

Sincerely,

Kathleen Kunz, Executive Director