

Jeff Boer

From: Brian Ledley <bledley@pmhnet.com>
Sent: Tuesday, June 2, 2020 12:02 AM
To: staff@pmhnet.com
Subject: [STAFF] COVID-19 Updates

Good evening all,

Below are a few updates from the CPTF:

1. The COVID-19 Pandemic Task Force continues to meet every Monday, Wednesday, and Friday. The COVID-19 Medical Task Force has moved their meetings to Mondays and Thursdays. If warranted, both groups can/will schedule meetings more frequently.
2. The hospital is still operating with visitor restrictions. Departments may schedule meetings/visits with outside vendors; however, departments will be responsible for greeting the representative at one of the three main entrances before that person will be allowed into the hospital. We do not want outside vendors to walk freely around the building. Over the last few weeks, we have started to see some sales/marketing reps trying to gain access without appointments. The screeners have been instructed to hold those individuals until someone from the department they wish to see can come to escort them throughout the facility. Even if you know the person, and that person knows where your office is, we want a hospital associate with those reps while they are in the building.
3. A couple of weeks ago, in one of the all-staff emails, it stated that associates who travel for vacations would need to self-monitor for 14 days upon their return. That information was incorrect. Associates who travel **DO NOT** have to self-monitor once they return. Staff may return without restrictions at the end of their PTO. If, however, you feel ill or develop symptoms, please notify your supervisor and Vicki White, as soon as possible.
4. PMH expects all associates to protect our patient's health information. **DO NOT** discuss PHI with anyone who does not need to know that information. We are investigating a possible HIPAA Violation with regards to a patient's COVID-19 test results. While in public, even when not on the clock, you represent PMH. The public may have questions or approach you with gossip. **WE DO NOT COMMENT ABOUT OUR PATIENTS.** Even if an individual in question isn't one of our patients, anyone overhearing that conversation might infer they are, and further spread false information. **It is not appropriate to discuss anyone's health information publicly.** If you have any questions about how to reply to a request/question, please speak with Tom, Peg, or myself.

Thanks,
Brian

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