



## Confirmed Staff Case at The Sequoias San Francisco

**To:** Sequoia Living Residents, Customers, and Staff  
**From:** Sara McVey, President and CEO  
**Date:** Monday, May 4, 2020

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This weekend, one COVID-19 staff case was confirmed at **The Sequoias San Francisco** (SSF). The employee is self-quarantining at home and is in contact with their health care provider.

We are extending all possible support. We are not providing any additional information about the employee out of respect for their privacy. We are tracing the steps of the individual to verify any contact they may have had with others. I realize it is unsettling to not have all the details. We have a strict protocol in place that continues to be focused on keeping everyone as safe as possible.

We are receiving additional guidance from the Department of Public Health and are following the procedures recommended by the Centers for Disease Control and Prevention (CDC).

In addition to our housekeeping and disinfecting process, a third-party firm was brought in this weekend to do a deep clean in multiple areas of SSF.

### What Staff Can Do

To continue to keep yourself, your colleagues, and everyone safe, wear your personal protective equipment as instructed. Take the screening process seriously and share all information each day before entering our communities. It is critical that you report if anyone in your home or anyone you have had close contact with is ill or has any flu-like symptoms. Should this be the case, call your supervisor and stay at home. We have various sources of COVID-19 pay to ensure you will receive continuation of pay during this time. We will get through this.

Questions and ideas can be sent to [covid-19questions@sequoialiving.org](mailto:covid-19questions@sequoialiving.org).

Keeping everyone as safe as possible is in all of our well-washed hands.

A handwritten signature in black ink that reads "Sara".