



SUMMER OVERNIGHT STAYCATIONS

PROGRAM INFORMATION & MODIFICATIONS DURING COVID-19

PROGRAM TIMES

To maintain safety, we are staggering arrival and departure times for participants. Please refer to your confirmation packet for your assigned drop-off and pick-up times.

CHECK-IN

Sunday Afternoon at Assigned Time

PICK-UP

Thursday Afternoon at Assigned Time

Early and late arrivals will not be accepted.

ARRIVAL & DEPARTURE

Please be attentive and drive slowly. **For safety, no cellphone usage during drop-off and pick-up.**

DROP-OFF:

- To ensure safety, do not arrive before designated drop-off time.
- Please display card with participant's name on the dashboard of your vehicle.
- Upon arrival, staff will greet you to take your participant's temperature & collect the health screening form.
- MAR & Meds will be given to nurse.

PICK-UP:

- To ensure safety, do not arrive before the designated pick-up time.
- Please display card with participant's name on the dashboard of your vehicle.
- Driver will remain in the vehicle while a staff loads the participant and their belongings.

WHAT TO BRING:

- A complete packing list can be found in the confirmation packet or at SteppingStonesForms.org
- Face mask (Optional as indicated by CDC.gov)
- MAR & Meds, if need, for nurse
- Large mesh, laundry bag (Available at grocery stores)
- Assistive mobility devices (i.e. walker or wheelchair) and power cords for charging, if needed.
- If prescribed, Epi-Pen, Glucagon or Diastat must be with participant to attend program. Expired medications not permitted.
- In incontinent, bring 30 standard and 4 pool-appropriate Depends

Label all items with participant's first & last name.

WHAT NOT TO BRING

- No cell phones
- No electronics (iPads, digital cameras, etc.)
- Toy weapons of any kind (knives, swords, guns)
- Jewelry, fine clothes or items of sentimental value
- Money
- Personal fans or heaters
- Outside food and drinks

Stepping Stones is not responsible for lost, stolen, damaged or broken items.

CONTACT INFORMATION

CLIENT SERVICES

Jeannie Ludwig
(513) 965-5108
Jeannie.Ludwig@SteppingStonesOhio.org

ATTENDANCE HOTLINE

Please report any necessary absence to the Attendance Hotline at (513) 965-2467. If notification is not made ahead of time, participants routinely absent may have an impact on services.

NURSING QUESTIONS

Nursing Coordinator
Holly James, RN
(513) 965-5113
Holly.James@SteppingStonesOhio.org

PROGRAM INFO:

Rec & Leisure Manager
Jacie Simon
(513) 965-5115
Jacie.Simon@SteppingStonesOhio.org

COVID-19 MODIFICATIONS

STAGGERED CHECK-IN & CHECK-OUT TIMES: To maintain safety, we are staggering check-in and check-out times for participants. Please refer to your confirmation packet for your designated times.

DAILY HEALTH CHECKS FOR PARTICIPANTS & STAFF: Upon arrival, each participant will have their temperature taken before joining their cabin. If his/her temperature is 100° F or higher, the participant will be sent home. Nursing staff will continue to monitor and assess each participant daily throughout the program. The same applies to staff members.

ISOLATION ROOM: An isolation room has been setup to separate anyone showing COVID-19 symptoms or other signs of illness.

CONTAINED CABIN GROUPS: Cabin participants and their designated staff will enjoy activities together throughout the program. When possible we will limit the co-mingling of groups.

SLEEPING ARRANGEMENTS: Beds are aligned so staff and participants are safely spaced apart

OUTDOOR ACTIVITIES: The majority of program activities will take place outdoors with plenty of shaded areas available

STAGGERED MEALTIMES: To avoid mixing of groups, mealtimes will be staggered to minimize group interactions.

NO OUTSIDE VISITORS

To limit risk of exposure, no outside unapproved outside visitors and program guests will be permitted on the grounds.

INCREASED CLEANING

Stepping Stones will continue to maintain cleaning of program areas and will ensure adequate supplies are available at all times.

BEHAVIOR CHALLENGES & SAFETY CONCERNS:

Stepping Stones reserves the right to send a participant home if his/her behavior becomes unmanageably disruptive or endangers participants and staff. For safety, Stepping Stones also reserves the right to send a participant home if they are unable to stay with their assigned group.

A TECHNOLOGY FREE ZONE

In Stepping Stones' recreation programs, we try to get away from technology to enjoy the outdoors and connect with our peers.

To help us maintain a digital free campus, please refrain from bringing cellphones, cameras, hand-held games, iPads, iPods, laptops or other electronics as they distract from programming.

SPECIAL DIETS

Stepping Stones' kitchen staff can, in most cases, accommodate special dietary needs.

Please inform our Food Service Manager of any special diet concerns at least one week prior to the program's start date.

Food Services Manager, Brad Pottorf
(513) 735-8885
Brad.pottorf@steppingstonesohio.org

LOST & FOUND

Program staff make every effort possible to see that personal belongings are taken care of and returned home at the end of the program session.

If you receive a wrong item in your participant's belongings, please contact the Rec & Leisure Coordinator, EJ Bachman
Edward.Bachman@steppingstonesohio.org with a detailed description.

SUNSCREEN & BUG SPRAY ARE PROVIDED

If a participant requires a specific sunscreen or bug spray due to an allergy, please send to program in its original packaging and label with both first and last name.

If personal sunscreen is not provided, staff will apply SPF 30 as needed.

MEDICATIONS

Stepping Stones requires Medi-Packs for those attending from a Group Home or any individual participant who takes 3 or more medications.

Packaging must come arrive in its original packaging.