



MEMO
March 12, 2020

TO: All Firely Office Employees
FROM: Firely Pediatric Services
RE: Governor Wolf's COVID-19 Announcement

To All of Our Firely Employees,

As you may have heard, effective Friday March 13, Governor Wolf has ordered to is shut down schools and entertainment venues in Montgomery County for 14 days in an effort to stop the spread of the coronavirus. More than half of the COVID-19 cases in the state are in Montgomery County.

What does that mean for you, an employee of Firely Pediatric Services?

1. If you work in one of our residential programs, you are expected to be at work for your scheduled shifts. We have notified your previously to start making plans for your family hoping that enacting them would not be necessary, but it time to put those plans into action.
2. If you work in one of our home care cases, unless a parent has informed the agency otherwise, you are expected to be at your scheduled shifts.
3. Our medical daycare program, the PPECC, will remain open as long as the patients are able to be transported into the program.

Please make sure that you have your Firely Photo ID with you when you are at work or traveling to/from work. If you are in need of a new one, please contact Gail Koffel at GKoffel@Firely.org or at 215-513-7455 ext. 1223

We strongly suggest that staff prepare your own "Go-Bag" (with personal supplies for at least a day or two) to keep in your car. Suggestions include a set of clean clothing, personal items, any medications, maybe a can or two of soup, few snacks, bottle of water etc.

**We thank you for your continued care of our Firely patients
and for your professionalism!**