



Alta California  
Regional Center

2241 Harvard Street, Suite 100  
Sacramento, CA 95815  
916-978-6400

Dear ACRC Service Provider,

Alta California Regional Center continues to closely monitor the outbreak of respiratory illness caused by a novel (new) coronavirus (named COVID-19). ACRC staff, including our medical professionals, have met to develop a coordinated response. ACRC encourages our service providers to follow the prevention strategies developed by the Centers for Disease Control (CDC). As stated by the CDC, the best way to prevent illness is to avoid being exposed to the virus. The following preventative actions are recommended to prevent the spread of respiratory diseases, including:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Follow CDC's recommendations for using a facemask.
  - CDC does not recommend that people who are well wear a facemask to protect themselves from respiratory diseases, including COVID-19.
  - Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others. The use of facemasks is also crucial for health workers and people who are taking care of someone in close settings (at home or in a health care facility).
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
  - If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.

**People who think they may have been exposed to COVID-19 should contact their healthcare provider immediately.**

We are asking any service provider that believes they have been exposed to contact ACRC (916) 978-6400 and ask to speak to the Manager on Duty. Service providers need to contact the regional center immediately and submit a Special Incident Report if you become aware a client has been **diagnosed** with COVID-19.

If you have implemented any precautionary measures that may impact client service, please notify your Community Services Specialist. If you are unaware of who that is, you can call the Community Services main line at (916) 978-6291.

For in-depth information we would direct you to the California Department of Public Health <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/ncov2019.aspx> and also Centers for Disease Control <https://www.cdc.gov/coronavirus/2019-ncov/index.html>.

I am so grateful for your service to our ACRC Community. Your efforts on behalf of the people we serve are truly appreciated. Together, we will get through this challenge.

Best,

Phil Bonnet  
ACRC Executive Director