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March 18, 2020

Dear Valued Employee's,

Wedgwood Gardens Care Center just would like to thank you for your ongoing dedication to the residents and facility.

During these most challenging times, with all of its uncertainties and risks, we want to assure you personally and on behalf of our Administration we consider your safety most imperative the during the coronavirus (COVID-19) pandemic.

We understand and are very cognizant of all the hardships and worries the new times have brought us. For our residents, families and staff, we all must do our part. As family we will pull through and help each other, our community and country.

Our Administration continues to meet daily to review our plan and update our procedures daily, please see attached information. If you should have any questions please feel free to contact out Communications Officer, Kristy Dabrowski at 732-677-1239 or email her at kristyd@wgccnj.com.

Our Housekeeping Departments is working around the clock to ensure that all areas of the building are disinfected and kept clean. If you should have any questions please feel free to reach out to the Director of Environmental Services, Shannon Deceglia at 732-677-1228 or email her at shannond@wgccnj.com with any questions.

We would like to thank our wonderful dietary department for preparing our lunches and dinners; this will be ongoing throughout this time.

It is **VERY** important that if you are not feeling well and have any of the signs in the attached documents that you **DO NOT** come to work, you must contact your supervisor and your primary care physician for direction.

In previous in-services we have asked if any staff would be interested in a support group, we extend this again; if you are interested please respond to this email, so that we can set one up.

At any time please feel free to reach out for any questions that you may have at this time, the lines of communication are always open.

Thank You,

Mr. Robert Kasziner, LNHA

Suzanne MacNeil, Director of Nursing Services

Kristy Dabrowski, Director of Administrative Services

P.S. Tomorrow is breakfast club!!! Put your orders in!