



Community Alliance has taken health and safety precautions by **disinfecting** this administrative **office following protocols established by WHO** found on the CDC website.

As a **non-profit** organization our commitment is **to remain open to serve** the needs of PEOPLE WITH DEVELOPMENTAL DISABILITIES as a CLS provider and as a FISCAL INTERMEDIARY AGENT under our Medicaid contracts with Community Mental Health Associations across Michigan. The following recommendations and instructions **will be enforced**.

- **STAY HOME WHEN YOU ARE SICK.** Individuals at risk of severe illness should consider staying at home to avoid others who are sick. We will not allow you into our office if you are expressing any symptoms of sickness.
- **People with Developmental Disabilities** are generally considered to have compromised immune systems and should STAY HOME, self-quarantined.
- Community Alliance **will regularly clean and disinfect frequently touched surfaces**, such as doorknobs, keyboards, cell phones and light switches.
- When entering our office, you will be required to use the **HAND SANITIZER located on the receptionist's** desk before we will serve you.
- For the **health and safety of our employees** all visitors will be asked to **remain in the lobby** for the duration of their stay.

We remain committed to serving the PUBLIC TRUST during this COVID-19 emergency.

Katherine Grant
Executive Director