

March 13, 2020

Dear Still Waters family members,

Many of you have called and emailed with questions and concerns about your loved one's participation at Still Waters Adult Day Center.

Here's the latest information that I'm able to provide:

**As of today, both centers remain open for business.** The situation with regard to staying open may change at any time:

If a guest or guest's household member or a staff person or staff person's household member at **either** center is diagnosed with the Coronavirus, **both** Centers will close for a period of at least 2 weeks

If Castleton United Methodist Church, our parent organization, decides to close the entire campus because of a confirmed case of Coronavirus, **OR** for precautionary purposes, **both** Centers will close for a period of at least 2 weeks.

We are also following Governor Holcomb's directions as they pertain to adult day centers:

- Child care and adult day care facilities should institute social distancing and minimize large gatherings. Temporary suspension of operations should be done in consultation with the Family and Social Services and ISDH in the instance of documented community spread.

We are continuing to follow all previously announced precautions with regard to hand-washing, sanitizing, and checking for symptoms including coughs, fevers, or respiratory difficulties.

We encourage family members to make their own decisions about whether or not their loved one should attend. Effective March 11, we are no longer assessing cancelation fees. We always appreciate being notified that your loved one will be absent, but you will not be charged for cancelations or "no shows" until further notice.

Finally, you will not lose your "slot" if you chose to keep your loved one away. We value all of our guests and understand that safety should be your top priority without fear of getting removed from the schedule.

Thank you for the trust you have placed with us. Please keep Still Waters and all those who are part of this ministry in your prayers.

Sincerely,  
Kathy Pellman, Director