**Date:** 8/10/2020

**To:** All Residential Living Residents

**From:** Emily Messner, Director of Residential Living Services

**Memo**: Change in Process for **Residential Living** Packages/Outside Purchases

We have changed the delivery drop-off process for packages and outside purchases for **Residential Living residents only**. This is based on the latest guidance from the CDC. We continue to recommend washing your hands before and after handling packages or items that have been purchased.

Please take all items purchased from local stores directly to your residence. They no longer need to be placed in the shed for fogging.

In addition, all packages/items from Residential Living families and friends should be taken to residents at their residence once the visitor has signed in and completed the screening process at Magnolia Entrance. No items should be dropped off in the shed for delivery from outside family or friends for Residential Living.

For questions, please contact Director of Residential Living Services Emily Messner at ext. 206.