



CITY OF SAN ANTONIO

Date: April 28, 2020

Cain Smith, LNFA
Administrator, Windsor Mission Oaks
3030 S. Roosevelt Ave.
San Antonio, Texas 78214

Thanks for your time today, Mr. Smith. Based on our chat and the visit by Public Health Nursing Supervisor Bryan Miller, it sounds like you are mitigating COVID-19 as much as possible with a population with serious behavioral health diagnoses. As Local Health Authority for San Antonio & Bexar County, I hereby order your facility to:

- Pause new admissions until San Antonio reaches Phase 3 of its COVID Transition Plan, when highest risk businesses will be permitted to re-open. I understand that you have taken no new admissions since March.
- As feasible, decompress your facility by transferring out patients.
- Require staff to stay home when even mildly ill. Stress to staff the importance of minimizing contacts in the general community, and good hygiene practices outside of work, to protect the patients at your facility. To arrange staff or resident COVID testing, please contact Mr. Sean Greene at 210-207-8930 or sean.greene@sanantonio.gov and provide name, DOB and room number.
- If you have a COVID-positive patient, isolate the individual and transfer them to our city's dedicated COVID nursing facility, River City Care Center.
- Increase your HVAC air-exchange rate if possible (CDC guidance is linked [here](#)), and ensure that your ventilation system meets ANSI/ASHRAE/ASHE standards.
- Review and follow Texas Health & Human Services Commission guidance for Nursing Facilities, linked [here](#) (Response Plan and Frequently Asked Questions)

Thank you for your efforts to date. We are here to assist you, feel free to call (210-725-3100 cell) with questions.

Respectfully,

C. Junda Woo, MD, MPH
Medical Director and Local Health Authority
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