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*Serving Children and Adults with Intellectual and Other Developmental Disabilities for 70 Years*

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March 17, 2020

**PAUL TORRES**  
Executive Director

Dear AHRC Suffolk Individuals, Family Members and Staff,

As of today, the Office for People With Developmental Disabilities (OPWDD) is directing the temporary suspension of services at all Day Habilitation and Prevocational Services across the state effective no later than Tuesday, March 17, 2020 by 5pm.

**BOARD MEMBERS**

Joseph Cassarini  
John Smith  
Joseph Zifchock

At AHRC Suffolk we began planning yesterday to close our day programs and this morning day program staff have been supporting our individuals and providing services in their residences.

At AHRC Suffolk we are maintaining social distancing and following the guidance of avoiding large gatherings and have canceled all non-essential and non-emergency outings. The residents will be encouraged to enjoy outdoor activities while avoiding close contact with others.

We continue to implement the 4 question screening procedure for all prospective visitors at all locations to answer and continue to ask everyone to wash their hands or use hand sanitizer upon entering our facilities.

All staff and residents at AHRC Suffolk continue to be reminded and educated on the importance of proper handwashing and respiratory infection control, including covering your mouth and nose when coughing or sneezing.

I am grateful for the dedication and steadfastness of our community in supporting each other in these stressful times. We are in continuous contact with regulatory agencies and will share updates with you if further program modifications or closings need to occur using our website and Facebook pages. We are also mailing updates, but some days new information is coming out before we've finished printing, so I would like to take this opportunity to ask any family members of the individuals we serve to update their information (email address, mobile phone and the name of the individual in our program you're connected to) and send it to [info@suffahrc.org](mailto:info@suffahrc.org) using the "subject" *Contact Information*.

In these extraordinary times, your support is critical and very much appreciated.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Paul H. Torres'.

Paul H. Torres  
Executive Director