

**With the rapidly evolving COVID-19 situation, On-Site Insight is issuing a set of guidelines to protect your staff and residents as well as our assessors. We greatly appreciate your flexibility and understanding.**

*\*We will have a phone based kick off meeting to review the history of the property before the site visit.*

- 1 OSI Assessors will take their temperature the morning of the assessment. If the assessor has a fever (100.4° F) (37.8° C) or greater, the assessment will be rescheduled.
- 2 OSI Assessors are required to wear Mask and Gloves while at the property.
- 3 Limit assessment to one assessor and one staff member.
- 4 We will practice the 6 feet social distancing rule at all times.

- 5 Unit Sample is 10% of total units – management can decide to reduce the sample.
  - Vacant units preferred
  - If occupied are needed to assess, all senior/elderly units will be eliminated from the list.
  - If unable to meet the sample, management will be provided a photo template to follow and take photos to email to the assessor
  - The assessor will have no interaction with the resident
  - To protect residents and property staff the property escort will be required to open all doors to dwelling units, mechanical spaces, storage areas, and throughout common areas. No surfaces will be touched without gloves.