



1835 Industry Drive
Culpeper, VA 22701
540-727-0372

March 16, 2020

Culpeper Human Services wants to provide current information to you. We are working with the Culpeper Emergency Management Office, Culpeper County Public Schools, and Rappahannock Rapidan Health District regarding concerns and plans for protecting our staff and the individuals we serve during the current COVID-19 pandemic. The health and welfare of our clients and staff is our top priority.

As of now, we are operating under normal business hours and hope to continue doing so. We will make you aware of any substantial updates through email and posting on our Department of Social Services website: www.culpeperhumanservices.org

What Staff is Doing:

- Staying home from the office when not feeling well
- Suspending non-essential work-related travel
- Increasing sanitation of workstations and frequently touched surfaces
- Washing hands frequently and encouraging others to do like wise
- Encouraging teleconferencing or web-based meetings
- Staying in close contact with Foster Parents and youth in Fostering Futures

What We Ask Customers and Partners to Do:

Please do not come into the office if you are not feeling well
We will be asking screening questions when scheduling appointments and before meetings with individuals in our offices or the community

If an office visit is necessary:

- Please do not bring any other children or adults to the office if they are not feeling well
- If you or someone in your household is sick, please reschedule your appointment
- Please exercise social distancing and allow plenty of space between you and other customers when in line

If a home visit is necessary:

- If possible, we will call ahead
- Everyone will be asked screening questions
- If we are able to make a visit, we will be asking you for a place where staff can wash their hands upon entering and leaving the home

Public Benefits:

Applications are available at the office, online at <http://commonhelp.virginia.gov>

or calling 855-635-4370

Applications may be dropped off in the drop box to the right of the front door at the DSS office, 1835 Industry Drive, Culpeper or brought into the building. Child/Adult Protective Services is operational. To report suspected incidents of abuse or neglect call 540-825-9073 Monday through Friday during business hours or the State Hotline at 800-552-7096 after hours, holidays and weekends.

Thank you for understanding. We are all in this together. Let us know how we can help.