



## GHA HCV Program Notice

In an effort to address concerns about the Coronavirus Pandemic and an attempt to mitigate the threat of exposure to HCV Program Participants, Owners and Personnel, GHA is instituting a series of temporary modifications to Program and Office Operations at our office located 578 Broadway, Gary, IN 46402. **Effective immediately:**

- ❖ **Access to GHA offices is being restricted to emergency staff only. Non-residents are prohibited from entering the building until further notice.**
- ❖ **Pending annual recertification appointments are being postponed and will be rescheduled for a later date.**
- ❖ **No annual recertification appointments are being scheduled at this time nor will any recertification packets be mailed out until further notice.**
- ❖ **Any documents that need to be turned in should be submitted via US mail, email or fax.**
- ❖ **Should you have an emergency, please contact your housing specialist or our front desk staff, by phone [219.881.6416 or 219.881.6417] or email us at [hcv@garyhousing.org](mailto:hcv@garyhousing.org), for additional guidance. If your issue necessitates an appointment, one will be scheduled.**
- ❖ **There will be no on-site voucher briefings until further notice.**
- ❖ **Annual HQS inspections and re-inspections are being postponed until further notice. We will only be conducting initial and emergency inspections.**

**IF YOU ARE A DISABLED HOUSEHOLD AND NEED A REASONABLE ACCOMODATION TO THE ABOVE CHANGES PLEASE CONTACT YOUR HOUSING SPECIALIST VIA MAIL; EMAIL, FAX [219.882.9545] OR CONTACT OUR MAIN OFFICE NUMBER AT: 219-881-6416.**

**Please keep in mind you can continue to do business with GHA via Phone, Mail, Email or Fax. The above temporary measures are to ensure our families, owners, staff and communities are safe.**

**We appreciate everyone's understanding and patience while we all collectively deal with this threat to our communities.**

Below are some important considerations as we are faced with COVID-19:

**What can I do to protect myself?**

- Wash your hands often with soap and water for at least 20 seconds. Use alcohol-based hand sanitizer if soap and water are not available.
- Cough or sneeze into your sleeve or a tissue (not your hands), then throw the tissue in the trash.
- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Stay home when you are sick.
- Clean and disinfect frequently touched objects and surfaces using a cleaning product that contains bleach.

❖ Additional information on COVID-19 can be found at:  
<https://www.in.gov/coronavirus/>