

COVID-19 UPDATE

Keeping You Safe



To: All Hospital and Health Research Institute staff and professional staff

From: Dr. Stewart Kennedy, COVID-19 Incident Manager

Date: Thursday, April 23, 2020

RE: **Procedure for staff exposure to COVID-19**

The health and safety of all staff, professional staff, patients and the community is our utmost priority. We implement procedures to prevent and mitigate exposure of staff and professional staff to probable or confirmed COVID-19 infected patients without proper Personal Protective Equipment (PPE). In addition, everyone is expected to frequently wash their hands and maintain physical distancing of two meters.

As we broaden population-screening criteria, we will increase testing in patients and staff. This type of low risk screening will help determine the epidemiology of the disease and better understand community spread.

The following procedures are intended to protect everyone.

Procedure for staff and professional staff who have come in contact with a COVID-19 **LOW RISK probable case** without proper PPE:

- Apply designated PPE and continue to work your shift and all shifts moving forward;
- Notify Infection Prevention & Control (IPAC) of patient being tested;
- Notify your Manager and Occupational Health & Safety;
- At the end of your shift, wash your hands, then change out of scrubs into your street clothes (as per normal practice);
- Those that cared for the patient 48 hours prior to testing must also wear a procedure mask while at work;
- Self-monitor and self-isolate (both at work and at home) for 14 days or until patient is confirmed negative;
- If you develop symptoms, self-isolate and notify Occupational Health & Safety to arrange COVID-19 testing.

Procedure for staff and professional staff who have come in contact with a COVID-19 **HIGH RISK probable case** without proper PPE:

- Notify IPAC of patient being tested;
- Notify your Manager and Occupational Health & Safety (complete incident report);
- Call Security at ext. 6509 and advise them to meet you at the NOSM Locker Room for access;

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- Proceed to Designated Shower Location in NOSM Locker Room (see attached map);
- Access Hospital-issued scrubs in this location;
- Change out of scrubs:
 - If using personal scrubs, place scrubs in plastic bag to take home;
 - If using Hospital-issued scrubs, place scrubs in dirty laundry hamper;
- Shower and put on Hospital-issued scrubs;
- Return to work, apply PPE for the remainder of your shift;
- At the end of your shift, change out of Hospital-issued scrubs, wash hands then put on your street clothes (as per normal practice);
- Return Hospital-issued scrubs to the NOSM Locker Room and put into dirty laundry hamper. If you do not have a change of clothes you may take the hospital scrubs home and return them on your next scheduled shift;
- Self-isolate and monitor for symptoms for 14 days or until patient is confirmed negative;
- OH&S will follow up with you regarding the exposure, patient test results and direct next steps;
- If you develop symptoms, notify Occupational Health & Safety to arrange COVID-19 testing.

Procedure for staff and professional staff who have come in contact/exposure with a COVID-19 **confirmed case** without proper PPE (Hot zones – 3A, ED):

- Call Security at ext. 6509 and advise them to meet you at the NOSM Locker Room for access;
- Proceed to Designated Shower Location in NOSM Locker Room (see attached map);
- Access Hospital-issued scrubs in this location;
- Change out of scrubs:
 - If using personal scrubs, place scrubs in plastic bag to take home;
 - If using Hospital-issued scrubs, place scrubs in dirty laundry hamper;
- Shower and put on Hospital-issued scrubs;
- Return to work for the remainder of your shift;
- Notify your Manager and Occupational Health & Safety (complete incident report);
- At the end of your shift, change out of Hospital-issued scrubs, wash hands then put on your street clothes (as per normal practice);
- Return Hospital-issued scrubs to the NOSM Locker Room and put into dirty laundry hamper. If you do not have a change of clothes you may take the hospital scrubs home and return them on your next scheduled shift;
- Monitor for symptoms for 14 days. OH&S will follow up with you regarding the exposure;
- If you develop symptoms, self-isolate and notify Occupational Health & Safety to arrange COVID-19 testing.

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Please be advised that you will receive an exposure notice IPAC for high risk swabbing ONLY. Low risk cases will not be reported at this time as all staff will be wearing masks whenever providing direct care.

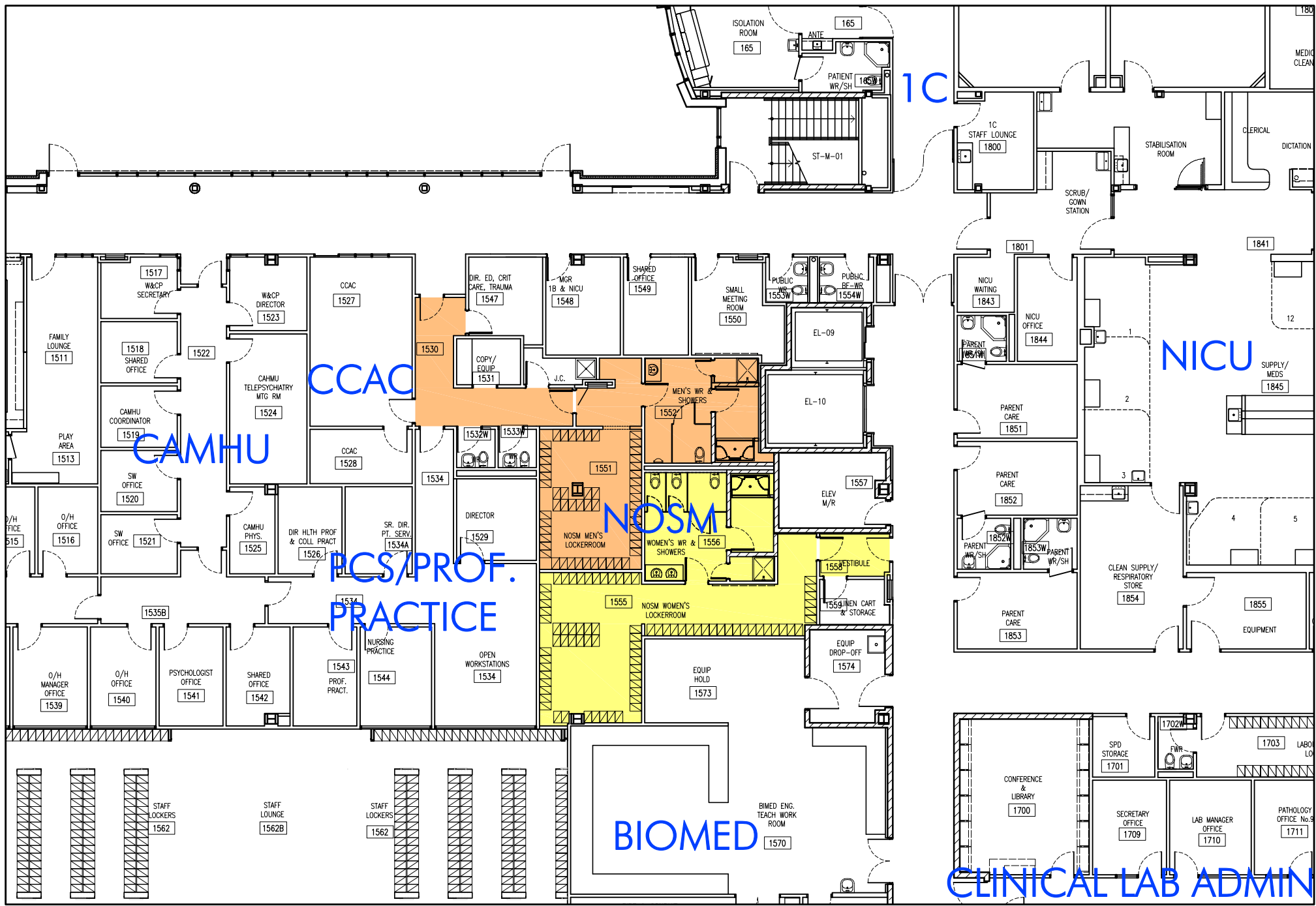
Please refer to the attached Staff Safety brochure with recommendations regarding uniforms.

Evidence-based decisions and responses are applied to continuously changing circumstances. As such, these procedures may be updated to comply with the best available evidence. You will be informed of any updates.

For more information, please contact your manager.

All Hospital COVID-19 updates are available on the iNtranet at <https://comms.tbrhsc.net/covid-19-information/>.

For more information about COVID-19, please contact the Thunder Bay District Health Unit at 1-888-294-6630 or www.tbdhu.com/coronavirus. More information is also available at <https://files.ontario.ca/moh-coronavirus-info-sheet-english-2020-02-18.pdf>.



COVID-19 STAFF SAFETY

Suggestions to help minimize risk to your loved ones.

Before Work



Bring clean clothes/scrubs in washable bag.



Remove watch and jewelry.



Lunch in disposable bag.



No nail polish, Proper hand hygiene.

After Work



Change out of clothes/scrubs and put it in washable bag. Wear clean change of clothes/scrubs home.



Sanitize phone, ID badge, glasses and stethoscope.



Work shoes wiped down and left at work.



Shower at work or immediately at home



Leave outside shoes in garage or outside front door



Water bottles/tupperware in dishwasher



Clothing/scrubs & bag in washer



Focus on wellness activities

During Work



Sanitize, ID badge & glasses.



Sanitize work station phones.



Sanitize work station stethoscope.



Hand hygiene before and after each patient & when touching new surfaces.



Sanitize lunch room before eating.



No hand-shaking or high fives.



Wear appropriate PPE as directed.

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