

COVID-19 UPDATE

Keeping You Safe



Thunder Bay Regional
Health Sciences
Centre

To: All Hospital and Health Research Institute Staff and Professional Staff

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

Date: August 25, 2020

RE: Staffing Considerations for Return to School

We recognize the uncertainty and anxiety that our staff who are also parents and caregivers may be feeling about ensuring a safe return to school. In order to support staff in their role as parent or caregiver and to be proactive to maintain our essential staffing levels, we are encouraging staff to speak to their Manager about planning for possible circumstances such as:

- Unplanned absences from work if a child fails screening prior to school;
- Being called away from work to pick up/care for a symptomatic child;
- School or child care centre closures due to potential exposure or outbreak;
- Student transportation disruption;
- Homeschooling.

Staff are encouraged to have a contingency plan for caregiver responsibilities; however, we know that having a contingency plan may be challenging right now. Options available for staff will need to be considered on an individual basis depending on need, role, operational demands and employment legislation and/or collective agreements. Alternatives may include reduced FTE, flexible schedules, modified shifts or hours of work, short term remote work, unpaid time off or leave of absence.

Under the Infectious Disease Emergency Leave, employees are eligible for an unpaid leave of absence if they need to be absent from work to provide care or assistance to a designated individual who is in quarantine or isolation; under medical investigation, supervision or treatment related to the designated infectious disease. To help minimize wage loss during related unpaid absences, an employee may request a payout of overtime/stat or current year vacation banks, if available.

Asymptomatic staff with symptomatic children or household members can continue to work if they are able to maintain physical distance at home and continue to practice diligent hygiene and self-monitoring, and wear a mask at work and where they cannot maintain physical distance. If the child or household member is COVID-19 positive, the staff will be required to isolate or be absent from work in accordance with Public Health and Occupational Health & Safety guidance.

For more information you may contact your Manager or Human Resources.

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

Thunder Bay Regional Health Sciences Centre is a leader in Patient and Family Centred Care and a research and teaching hospital proudly affiliated with **Lakehead University, the Northern Ontario School of Medicine and Confederation College**.

Le Centre régional des sciences de la santé de Thunder Bay, un hôpital d'enseignement et de recherche, est reconnu comme un leader dans la prestation de soins et de services aux patients et aux familles et est fier de son affiliation à l'**université Lakehead, à l'École de médecine du Nord de l'Ontario et au collège Confédération**.

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En santé
ensemble