

# COVID-19 UPDATE

## Keeping You Safe



To: All staff and professional staff

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

Date: Tuesday December 1, 2020

**RE: Implementation Locations – Level 2 Procedure Masks for all Staff**

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In follow up to the memo re: the mandatory use of Level 2 (or higher) procedure masks for all staff, department specific or centralized locations for staff to obtain Level 2 procedure masks will be made available as soon as possible.

Level 2 procedure masks are already available in patient care areas and inventory will be increased as required to meet demand. Further, if Stores already supplies your area with Level 2 procedure masks, that process will continue.

Areas will be stocked or delivered based on allocation and expected usage, knowing that non-clinical areas should be using no more than 1 mask per day per person onsite.

For those areas not already supplied by Stores, masks will also be available in the following locations:

- 1<sup>st</sup> floor Support Services – ordered by department
- 2<sup>nd</sup> floor - Billing
- 2<sup>nd</sup> floor Director area (Director admin area suite 2170)
- 3<sup>rd</sup> floor Administration (in CEO Executive Assistant office)
- Health Services Building (1040 Oliver Rd.) – IT/IS, 4<sup>th</sup> floor
- ICR Discoveries/Amethyst House (290/289 Munro St.) – ACT Team, 2<sup>nd</sup> floor
- Assessment Centre at Confederation College – ordered/delivered by Stores

If your department is not sufficiently covered through the above locations, please contact Jennifer Svane at [svanej@tbh.net](mailto:svanej@tbh.net) for direction on mask pick up/ordering.

For areas not currently receiving masks from Stores, mask distribution will begin on December 2, 2020.

Thank you for your continued commitment to keeping each other and our patients safe.

Please contact your manager with any questions or concerns.

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