


Guidance Document for COVID-19



Title: Travel – Staff	Version #: 1
Pre-Approved for IMT: Operations Section Approved: Incident Manager Signature: 	Approval Date: November 25 th , 2020
<i>This document is intended to provide guidance to staff/professional staff during COVID-19</i>	

1. PURPOSE

Non-essential travel outside of Northwestern Ontario restriction for all staff, professional staff, patients who require non-urgent care, volunteers, learners, Care Partners and Essential Care Partners.

2. GUIDELINES (e.g. background, definitions, procedure, etc.)

As of Wednesday November 25 at 8:00 am, non-essential travel outside of Northwestern Ontario in the past seven days will result in a failed entrance screening. Travel restrictions apply to all staff, professional staff, patients who require non-urgent care, volunteers, learners, Care Partners and Essential Care Partners.

This measure is in alignment with the recommendation issued yesterday by the Thunder Bay District Health Unit (TBDHU) that all residents avoid non-essential travel outside of Northwestern Ontario and that employees follow employer policies on returning to work after traveling. The TBDHU adds that hosting visitors from other areas is not advisable and should be limited to essential reasons. It is recommended to cancel or postpone any current plans for non-essential travel and consider other options, including connecting or participating virtually.

What this means for staff and professional staff:

- Those who fail screening must contact their manager and Occupational Health & Safety (staff), or Medical Affairs (professional staff);
- If you left Northwestern Ontario prior to November 25, you will fail screening upon your return and be required to self-isolate and monitor for symptoms for a period of seven days. This will not impact your compensation;
- If you choose to leave Northwestern Ontario for non-essential travel as of November 25, you will fail screening and be required to self-isolate and monitor for symptoms for a period of seven days. You will not be compensated by the Hospital for the isolation period;
- Depending on the circumstance, accommodations may be possible, such as rapid COVID-19 testing combined with PPE for staff essential to patient care, use of vacation time, or remote work options;
- Limited exceptions for essential travel may apply with protocols applied. For example, staff members whose work involves travel, such as flight transfers of patients, as well as essential locums, will be allowed to maintain service, with OH&S, Infection Prevention & Control and/or Medical Affairs approval.

Guidance Document for COVID-19



Travel restrictions also apply to patients who require non-urgent care, volunteers, learners, Care Partners and Essential Care Partners.

If you have questions regarding travel restrictions, please contact your manager, and Occupational Health and Safety at 684-6212 or ohs@tbh.net.

Parameters surrounding international travel (including the United States) remain unchanged. Those who have traveled outside of Canada are still required to self-isolate for 14 days upon return.

3. RELATED POLICIES, PRACTICES AND/OR LEGISLATIONS

N/A

4. REFERENCES

[TBDHU: COVID-19- Travel](#)