

- To: TBRHSC Senior Leadership Team, Directors, Managers, Coordinators, and Physician Leads
- From: Jennifer Wintermans, EVP, Communications and Corporate Relations, COVID-19 Lead and Amy Carr, Interim Chief Human Resources Officer

Date: January 11, 2022

RE: Return to Work Crisis Status Designation

The number of Omicron cases is rising rapidly in Ontario such that Ministry of Health guidance indicates that individuals with symptoms indicative of COVID-19 are presumed infected and should initiate timely self-isolation to prevent further transmission.

As our Hospital continues to mitigate the impacts of COVID-19, we will be required to balance broader isolation guidelines and current staffing levels with the needs of our patients and the overall impact to hospital operations.

As such, a process has been developed to request Return to Work (RTW) Crisis Status designation in situations where staffing deficits have, or are anticipated to reach a critical level. Crisis Status is a measured approach that supports early RTW protocols for asymptomatic employees who are at home isolating due to a COVID-19 positive household contact. In order to meet the threshold for Crisis Status designation, it is essential that all other mitigation strategies have been exhausted.

To request Crisis Status designation, the most responsible Director or Physician Leader must initiate the process by completing the "Crisis Status" Staffing Request Form at:

https://app.smartsheet.com/b/form/1b582d6d61764782986db927632df1c2

To facilitate quick and thorough decision-making, please ensure that the request form provides as much information about the staffing situation and its impact as possible.

If the urgency of the circumstance suggests an **immediate** response, a decision can be expedited through the Incident Management System by contacting <u>both</u> Jennifer Wintermans <u>winterj@tbh.net</u> and Amanda Walberg <u>walberga@tbh.net</u>, or afterhours through the Senior Leader On-call.

Please refer to the <u>Return to Work Crisis Status Designation Guidance Document</u> for further information regarding this process, found on the iNtranet, <u>https://comms.tbrhsc.net/covid-19-information/</u>.

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.



