



# Eastern Health

## MEMORANDUM

**TO:** *Eastern Health Long Term Care Managers, Staff & Physicians & Applicable EOCs Who Have Shared Resources with the Long Term Care Programs*

**FROM:** *Melvin Layden, Regional Director for Eastern Health Long Term Care*

**DATE:** *April 20, 2020*

**RE:** *Movement of Staff Who Have Been Given an Exemption To Cross Sites*

---

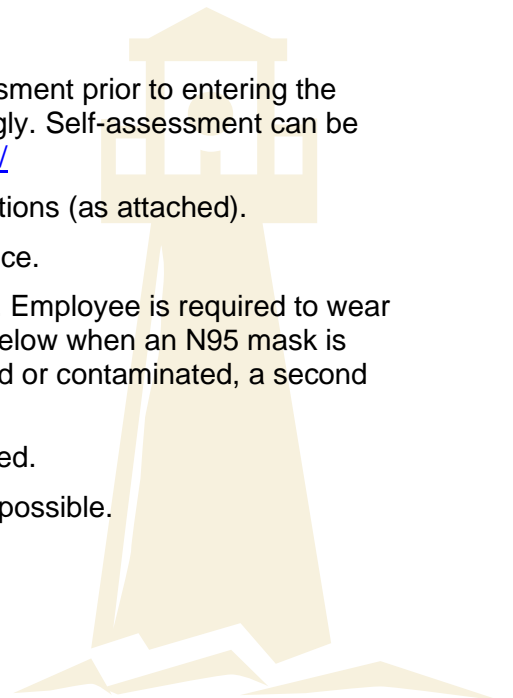
To ensure the safety of Eastern Health's employees, physicians and residents during COVID-19, there will be dedicated staff in LTC facilities who cannot cross over to any other facilities (including other LTC facilities).

While recognizing some resident services must still be provided, exemptions have been provided based upon specific situations. These employees have been notified by their manager.

It is recommended to use virtual technology such as Teams meetings, Zoom, Jabber, etc. to provide the required service whenever possible.

If virtual technology is not possible and an in-person visit is required, the employee must discuss with their manager, who will then notify the Long Term Care Emergency Operating Centre (LTC EOC).

- When exempted, the employee entering the facility:
  - Is required to complete their COVID-19 self-assessment prior to entering the facility and follow the directions provided accordingly. Self-assessment can be found at <https://forms.healthnl.ca/selfassessment/>
  - Should refer to Staff and Physician Safety Suggestions (as attached).
  - Will be required to perform hand hygiene at entrance.
  - Will be provided an ASTM rated mask at entrance. Employee is required to wear mask for the duration of the visit\* (see exception below when an N95 mask is required). If mask becomes visibly soiled, damaged or contaminated, a second mask will be provided.
  - Is required to go directly to the area they are needed.
  - Is required to maintain social distancing wherever possible.
- When entering resident room, the employee:



- Completes Point of Care Risk Assessment (PCRA) prior to entering the resident's room to determine Personal Protective Equipment (PPE) requirements (as attached).
- Dons PPE in accordance with IPAC recommendations.
- When leaving resident room, employee:
  - Will doff PPE in accordance with IPAC recommendations and are required to keep their ASTM rated mask on. If visibly soiled, damaged or contaminated, doff mask and don a new mask.
- When service and documentation completed, employee to leave the facility immediately.

***\*Exception:*** N95 masks are still required for aerosolizing generating medical procedures (AGMPs). If employee required to wear N95 for service provided, employee to doff their ASTM mask prior to entering resident's room, don/doff their N95 as per IPAC recommendations for service, and don ASTM rated mask for duration of visit in facility.



### Before Work

<p>Leave watches and jewelry at home.</p>	<p>Wear clean street clothes into work.</p>	<p>Change into uniform/work clothes and footwear at work.</p>	<p>Bring lunch in a disposable bag.</p>	<p>Maintain a clean shaven face for those who require fit testing and who may need to wear a respirator during their shift.</p>	<p>No nail polish, artificial nails, or nail enhancements. Keep nails trimmed.</p>
---	---	---	---	---	--

### During Work

<p>Sanitize phone, ID badge, and glasses.</p>	<p>Sanitize work station and equipment.</p>	<p>Practice hand hygiene before and after each patient and when touching new surfaces.</p>	<p>Sanitize eating surface before eating.</p>	<p>No handshaking or fist bumps.</p>	<p><b>PPE</b> Wear appropriate PPE as directed.</p>
---	---	--	---	--------------------------------------	---

### After Work

<p>Change into street clothes. Take soiled work clothes or uniform home and wash in washer.</p>	<p>Sanitize phone, ID badge, glasses, or other equipment.</p>	<p>Wipe down work shoes and leave at work.</p>	<p>Shower immediately at home.</p>	<p>Leave outside shoes in garage or outside front door.</p>	<p>Clean water bottles and containers in the dishwasher.</p>	<p>Focus on wellness activities at least one hour per day.</p>
---	---	--	------------------------------------	---	--	--

	<p><b>Lori Hewitt (709) 752-8792</b> Long Term Care Facilities, Mental Health and Addiction Services Sites, Community Services Sites, Rural Avalon and Clarendville</p>
	<p><b>Kathy Taylor-Rogers (709) 777-3153</b> City Hospitals and Peninsulas</p>

Please report all potential communicable diseases, including respiratory illnesses, to the Central Occupational Health contact number at (709) 777-7777, line 3, then line 2. This line has extended hours and weekend coverage depending on call volume. If the service is closed, please leave a voice message with your identification details or email [occhealth@easternhealth.ca](mailto:occhealth@easternhealth.ca). Employees should also use the online self-assessment tool available at: <https://www.811healthline.ca/covid-19-self-assessment/>.



**BEFORE** each patient/resident/client interaction, the health-care worker (HCW) completes a 'Point of Care Risk Assessment' (PCRA) to determine the risk of exposure and appropriate Routine Practices and Additional Precautions required for safe care by asking the following questions:

- What are the patient's symptoms?
- What is the degree of contact?
- What is the degree of contamination?
- What is the patient's level of understanding and cooperation?
- What is the degree of difficulty of the procedure being performed and the experience level of the care provider?
- What is my risk of exposure to blood, body fluids, excretions, secretions, non-intact skin and mucous membranes?

The PCRA allows the HCW to determine what personal protective equipment (PPE) to select and wear for that interaction.

