



## **CVS Communicable Disease Plan (created July 2021), amended, Apr 2022**

### **Introduction:**

CVS is committed to providing safe and healthy environments for all members of the CVS community. In alignment with the [BC Restart plan](#), the [Provincial Health Office](#), the [BCCDC](#) and following [WorkSafeBC requirements](#), this communicable disease (CD) plan outlines the ongoing prevention measures that everyone needs to follow as we transition from our [Exposure Control Safety Plan](#) measures to general communicable disease prevention measures that are guided by public health.

### **Scope**

This CD plan applies to all staff engaged in any work related activity including in-person support and related activities.

### **TRANSITION PERIOD**

CVS will always follow PHO, BCCDC, WorksafeBC, CLBC and MCFD recommendations at a bare minimum.

During the transitional months of July and August the Provincial Health Officer (PHO) and WorkSafeBC are recommending employers still maintain some existing safety measures as we gradually transition from our Exposure Control Plan to this Communicable Disease Plan and safely ease restrictions in anticipation of the full return to normal operations and activities in the fall.

Masks and physical distancing measures are still applicable until otherwise noted.

## **COMMUNICABLE DISEASE PREVENTION**

Communicable disease prevention focuses on basic risk reduction principles to reduce the risk of workplace transmission of COVID-19 and other communicable diseases. The fundamental components of communicable disease prevention include both ongoing measures to maintain at all times and additional measures to be implemented as advised by public health during periods of elevated risk. The CVS Health and Safety Committee will regularly monitor and review communicable disease information from public health authorities, and update the CVS community of any changes affecting the CD plan as required.

## **ONGOING PREVENTION MEASURES**

- All CVS employees are required to be fully vaccinated against COVID19.
- Supporting employees and supported individuals to stay at home when sick
- Masks are mandatory for all employees when supporting and in the vicinity of other employees (with the exception of eating and drinking when you are expected to physically distance yourself by 6ft from the nearest person).
- Physical distancing of 6 ft when possible.
- All employees and supported individuals must continue to do a daily health self-assessment but are not required to do temperature checks.
- If you are ill or have symptoms of a communicable disease (e.g. fever and/or chills, recent onset of coughing, diarrhea): please stay home, notify your supervisor of your absence, consult the COVID-19 self-assessment tool to see if you should get tested, and contact 811 if you require medical advice.

## **Promoting hand-washing and hygiene practices**

- Cough into your inner elbow & sleeve
- Washing your hands regularly, or using hand sanitizers if a washroom or sink is not readily available, is one of the most simple and effective ways to minimize the spread of communicable diseases.
- In addition, covering your mouth and nose when you sneeze or cough will also help to reduce the spread of germs.
- For outdoor activities, individuals should ensure that hand sanitizer is supplied if washing facilities are not available (e.g. outdoor events, vehicles, field locations, etc.).

## **Routine cleaning**

- CVS is committed to maintaining a clean environment through routine cleaning

- practices, and implementing enhanced cleaning practices if directed by public health during any periods of elevated risk.
- Each location will have a cleaning schedule that is strictly followed.
- Each location will have adequate stock of cleaning supplies and disinfectants approved with accompanying MSDS sheets:  
Approved list found [here](#).

### **COVID19 Vaccination Expectation**

- Getting vaccinated is the most important tool supporting the BC Restart Plan.
- CVS as per Provincial Health Order requires all employees to be fully vaccinated against COVID19 as per the following schedule:  
**December 3, 2021:** Current staff members must report their vaccination status to their employer.  
**December 10, 2021:** Previously unvaccinated staff members must have received and prove that they have had their first dose or have an exemption.  
**January 14, 2022:** Unvaccinated staff members must have received and prove that they have had their second dose before this date.
- Employees that cannot provide proof of vaccination will be put on unpaid leave to be reviewed on a monthly basis.
- CVS employees are entitled to up to three hours of paid leave to be vaccinated against COVID19.
- Learn more about the benefits and safety of the vaccine [here](#).

### **RESPONDING TO ELEVATED RISK**

- The level of risk of certain communicable diseases, including COVID-19, may elevate from time to time or on a seasonal basis.
- In addition to maintaining the ongoing prevention measures, the CVS Health and Safety Committee will monitor public health information and be responsive to any further directives from the local medical health officer or provincial health officer which could include, for example, implementing enhanced cleaning measures, distancing requirements or masking guidance.
- Any changes to prevention measures during periods of elevated risk will be communicated to the CVS community.

### **COMMUNICATION AND MONITORING**

- This CD plan will be shared with all CVS employees.
- Supervisors should ensure that everyone on their teams have reviewed the CD Plan and understand and follow the measures in place.

- The prevention measures will be reinforced through signage, training and other communication tools on a regular basis.
- The ongoing review and evaluation of the CD plan will involve the CVS Health and Safety Committee, as part of its annual consultation process on health and safety programs.
- Monitoring of the ongoing prevention measures is shared responsibility of Supervisors for those areas and individuals they supervise.
- Individuals should report any health and safety concerns to their supervisor, who is responsible to follow-up and address any concerns.
- Individuals may also contact their union representative or CVS Health and Safety Committee, for assistance with a safety concern or question.

### **CVS Suspected Covid infection Procedure: Supported Individuals**

#### **Covid response admin team roles:**

Dawne/ Gillian: Communication with staff/ Coordinator/ families- scheduling, supplies

Linda: MCFD/ CLBC liaison and communication, food

Pete: Health Authority Communication

#### **If you suspect someone you support in a residential setting has symptoms of Covid19:**

1. Call 811 for guidance immediately.
2. Inform Coordinator and Manager immediately.
3. Coordinator to set up appt with individual's Dr.
4. Coordinator/ Manager will inform staff/ family of suspected Covid.
5. Pete will communicate recommendations from the Public Health / Health Authority to the Coordinator and response team.
6. Linda will inform CLBC/ MCFD and communicate any directives.

#### **What to do in the home:**

1. Donning and Doffing (putting on and taking off PPE) stations identified and will be set up. Donning and Doffing procedures are all posted near the entrance.
2. Residents that have been identified by public health as a close contact with a confirmed case of COVID-19, or that have symptoms of COVID-19, must self-isolate.

3. Residents should be restricted to their isolation space, including during meals. Provide virtual communication methods for residents to be able to connect with family and persons of significance outside of the location.
4. Staff on shift to check in with the Coordinator/ Manager every 2 hrs between 8am and 10pm.
5. Keep residents with symptoms together, ideally in separate rooms and/or in a dedicated common area, and separate from residents who are not symptomatic.
6. Determine tasks that workers will be required to complete to support the resident and establish safety protocols and controls. Eg. personal care, meals etc..

### **Working with infected person:**

1. Support the resident to cover their coughs and sneezes.
2. Where mask use can be tolerated by the individual, provide the resident with disposable masks. If disposable masks are not available, use cloth masks and ensure they are laundered daily.
3. Residents that are provided a mask must be guided on how to properly put on and take off the mask. See links at the end of the document.
4. Where a mask cannot be tolerated by residents, support them to cough or sneeze into their elbow and then immediately perform hand hygiene.
5. Designate a separate bathroom for the unwell resident. If a private bathroom is not available, consider developing a schedule for use, with the unwell person going last. Everytime a resident uses the bathroom, it must be followed by a thorough sanitising of the bathroom or cleaning of high touch surfaces after use.
6. Deliver meals outside of the room on a tray where appropriate, and ask the resident to place the tray and used dishes/utensils outside the room when done. Follow strict hand hygiene protocols. Use the dishwasher on a sanitized setting.
7. If the staff must assist a resident to eat or drink, they must continue to wear all PPE. The staff, as they give the person food, will step back 6 feet in between assisting the person to eat to be in view of the person (cannot leave MC or OK alone).
8. Avoid moving equipment or other items between areas with well and unwell residents. Ensure cleaning and disinfection occurs prior to moving any items.
9. When laundering an ill resident's items:
  - a. Place laundry in a laundry basket with a plastic liner.
  - b. Don't shake dirty items.
  - c. Wear gloves and a mask when handling dirty items. Use a gown or protective covering to prevent linens from coming in contact with clothing.

- d. Wash with regular laundry soap or specific laundry soap for the person in hot water (60-90°C).
  - e. Clean your hands with soap and water immediately after completing the task.
  - f. Sanitize the area after you have done the laundry by cleaning the knobs etc. Please put on fresh gloves to do this.
  - g. The roommate at M & M's home will have to go to the laundromat.
10. When handling waste from an ill resident:
- a. Line the ill resident's wastebasket with a plastic bag. Contaminated waste should be placed in a plastic bag (double bagged) prior to disposing of it in a regular bin.
  - b. Clean your hands with soap and water after emptying the wastebasket.
11. Follow strict hand hygiene, and PPE donning and doffing protocols.

#### **Shift Change Protocols:**

When new staff come on shift they will ensure they:

- Have done a self assessment for symptoms
- Knock before entering
- Wear a mask before entering
- Wash hands immediately upon entering.
- Physical distance from other staff at least 6ft.
- Debrief with other employee(s) on shift (including status of resident, procedural changes, medication updates and anything that may need to be communicated)
- Read all communication logs and ask questions of the departing staff as needed.

**The staff on duty will take the temperature of staff coming on shift. There will be a minimum of ½ hour change over time to ensure all information required is shared.**

#### **PPE Requirements:**

- Disposable masks to be worn at all times (change when needed).
- Gloves, face shields, masks and gowns to be used when supporting in a resident's room or bathroom and removed after leaving the room at doffing station and put in a covered lined waste bin.

- New gown and gloves put on when re-entering these areas. See donning and doffing infographics.
- If supporting more than one person, the PPE will have to be changed before you interact with the next person, this includes the gown, mask, shield and gloves.

## [PPE Sequence](#)

### [Donning PPE \(putting on\)](#)

### [Doffing PPE \(removing\)](#)

### [Disinfecting Eyewear/ Facial Protection](#)

### [Caring for a person with Covid at home](#)

#### **Supplies to maintain:**

- Surgical/procedure masks (do not re-use)
- Eye protection
- Disposable gloves (do not re-use)
- Disposable paper towels
- Tissues
- Waste container with plastic liner
- Thermometer
- Over the counter medication to reduce fever (e.g. ibuprofen or acetaminophen)
- Running water
- Hand soap
- Alcohol-based sanitizer containing at least 60% alcohol
- Dish soap
- Regular laundry soap
- Regular household cleaning products
- Bleach (5% sodium hypochlorite) and a separate container for dilution (one part bleach to nine parts water)
- Alcohol prep wipes