## FLOWCHART 3

## Kerry's Place COVID-19 Guidance for Managers on Staff Scenarios



Manager alerted of staff presenting with symptoms of COVID-19 as outlined in the most current active screening questionnaire.

Manager alerted of staff being sent for laboratory testing.

Manager alerted of staff being a confirmed COVID-19 case.

Manager alerted of staff having exposure to a confirmed COVID-19 case.

Staff to **SELF-ISOLATE** and contact their primary care provider/ family MD, Telehealth Ontario or MOH self-assessment tool (see link below), to consider COVID-19 testing. As testing in Ontario is currently by appointment only, advise staff to book appointment as soon as possible. Once testing is completed, follow up with staff in 3-4 days for results. Staff can return to work if receives negative results and after being symptom free for 24 hours. If positive result, refer to third column on this flowchart.

Staff to SELF-ISOLATE UNTIL OBTAIN **RESULTS** of testing. If negative results, symptomatic staff can return to work after 24 hours symptoms free. Asymptomatic staff can return to work once results received unless had close contact with confirmed case (see 4th column).

If positive results, refer to 3rd column.

Staff to follow guidance by public health to **SELF-ISOLATE** for the duration identified by public health. Immmediately contact RED and IPAC team. Management work with staff and public health to identify close contacts, and public health will determine if an outbreak will be declared.

For identifying close contact of other staff and persons supported, Consider the type of contact/exposure, during the period of 48 hrs Other staff who had close contact with the symptomatic staff are advised prior to symptom onset (or 48 hrs prior to testing for asymptomatic case) and up to 14 days after. to self-monitor for now and can continue to work while wearing PPE until we obtain laboratory results from the suspected case.

Refer to close contact definitions on this page. For persons supported who had close contact, continue to monitor twice daily, including temperature checks, and provide a mask when in common areas if tolerated. If laboratory results are noted to be positive, refer to 4th column on this flowchart for staff cases, and Flowchart 2 for person supported.

Was it a close contact? (Living in the same home; or being less than 2 meters away in the same room, workspace, or area without PPE)

Was it a non-close contact? (i.e. used PPE during interaction or maintained a distance of greater than 2 meters throughout interaction)

Was it a transient interaction? [i.e. walking by the case or being briefly in the same room].

Implement contact/droplet precaution in the home until obtain further direction from public health.

For staff identified as close contact, if currently at their work site, have them wash or sanitize their hands, implement 'self-isolating while working' measures, and advise to arrange for testing at earliest possible. If staff are at their home, advise to arrange for COVID-19 testing as soon as possible. Manager to contact your Director/RED and IPAC team.

If person supported was in close contact, refer to Flowchart #2 for guidance.

Refer to ADP for the 'self-isolation while working' handout, 'Advise for caregivers' handout and the 'self-isolation and COVID-19 PPE chart.'

For person supported and staff, SELF-MONITOR FOR SYMPTOMS FOR 14 DAYS from the last day of exposure.

Refer to ADP for the 'Self-Monitoring Fact Sheet' handout.

NO ADDITIONAL MEASURES **REQUIRED.** Continue with current infection prevention and control practices and regular monitoring practices.

If unsure of symptoms/exposure risk, refer to the Local Public Health Unit Ministry of Health online Self-Assessment tool: https://covid-19.ontario.ca/self-assessment/

Phone #: \_\_\_\_\_\_ Name: \_\_\_\_\_\_ Revised: Oct 13, 2020