



DEPARTMENT – NURSING DEPARTMENT – EMERGENCY PREPAREDNESS PLAN

Planning Goals	Departments/Areas Involved and Benefits	Action Plan: who, what, where, when, how
<p>INFECTION PREVENTION AND CONTROL (IPAC) - To maintain the health, wellness and safety of our residents, essential caregivers, visitors, and employees</p>	<p>IPAC Lead</p> <p><u>Benefits:</u> Ensuring preparedness will include on going education with residents, essential caregivers, visitors, and employees. To ensure knowledge and understanding of infection control practices and procedures, including immunizations</p>	<ul style="list-style-type: none"> • The IPAC lead will be responsible for the development of the education plan, which includes initial and ongoing training • Frequency of training: employee orientation, student orientation, in the moment with all individuals, during auditing, annually and more frequently if a pandemic threat is imminent • Methods for training employees, students, and volunteers quickly for new and altered job roles as well as cross training (i.e., job descriptions, orientation check lists) • IPAC lead to audit whole home as per Public Health Unit (PHU) biweekly when not in outbreak • IPAC lead to attend Family and Residents’ council to collaborate IPAC related concerns and provide education on current IPAC practices and procedures • IPAC to report immunization status and any reportable diseases as per Ministry of Long-Term Care (MLTC) and/or PHU • Immunization clinics to be held for residents, families, and employees as per PHU guidelines and recommendations
<p>INFECTION PREVENTION AND CONTROL (IPAC) - To maintain the health, wellness and safety of our residents, essential caregivers, visitors, and employees</p>	<p>IPAC Lead</p> <p><u>Benefits:</u> Ensuring preparedness will include on going education with residents, essential caregivers, visitors, and employees. To ensure knowledge and understanding of infection control practices and procedures</p>	<p>The education will include but is not limited to:</p> <ul style="list-style-type: none"> • The importance of proper hand hygiene techniques • The principle of physical distancing • Risks of transmission • Risk associated with infectious disease • The appropriate use of Personal Protective Equipment (PPE) which includes donning and doffing (putting on and taking off) of gloves, gowns, eye protection and masks • Principles of routine infection control practices • Procedures that are considered high-risk and ensuring employees understand the rational

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		<ul style="list-style-type: none"> • Conducting risk assessments as per directives • Benefits of case finding/surveillance • Cleaning and disinfection of equipment • Everyone has a responsibility to keep others safe • Employer’s responsibility to protect workers health • Risk, benefits, and myths regarding immunization
<p>INFECTION PREVENTION AND CONTROL (IPAC) - To maintain a PPE Inventory that would support the home for four (4) weeks of a declaration of a communicable disease</p>	<p>IPAC lead Director of Care</p> <p><u>Benefits:</u> will maintain and monitor the PPE supply to ensure adequate supply for regular use as well as outbreak management</p>	<ul style="list-style-type: none"> • Inventory to be checked weekly and more frequently if required • IPAC Lead to report any ordering needs to ensure adequate supply • Inventory will include: <ul style="list-style-type: none"> ○ Stockpile of gloves, gowns, surgical masks, N95 masks, eye protection (goggles and/or shields) ○ Stockpile of thermometers, oxygen monitors and IPAC nursing supplies ○ Stockpile of hand sanitizer, disinfectants • Alternative supply chains identified to prevent disruption • Employees accessing the PPE supply are required to sign out the items to assist with tracking and monitoring of use • Baseline burn rate to be established and monitored for ordering and financial considerations
<p>INFECTION PREVENTION AND CONTROL (IPAC) - All employees to have mask fit testing completed for N95 use and ensuring it is up to date on an annual basis and more frequently if required</p>	<p>IPAC Lead Administrative team</p> <p>Benefits: employees will be well protected with up-to-date mask fit testing for use of N95</p>	<ul style="list-style-type: none"> • IPAC lead maintain active list of employees with the assistance of administrative team • IPAC Lead will mask fit test any new employees hired at the home within six (6) weeks of starting employment • IPAC Lead will ensure current employees are mask fit tested as per best practices, including annually as well as more frequently if required

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<p>NURSING – Services that must be maintained by the nursing department to care for and promote well being for our residents</p>	<p>Director of Care Assistant Directors of Care Nursing- Registered Nurse (RN) & Registered Practical Nurse (RPN) Personal Support Worker (PSW) Resident Care Aides (RCA) Physicians</p> <p><u>Benefits:</u> Working collaboratively to ensure the health and wellbeing of residents are maintained</p>	<ul style="list-style-type: none"> • Ensuring supply of medications and treatments to maintain quality of life are available at the home or through the pharmacy to reduce risk of transfer to hospital • Maintaining basic care needs including bathing, peri care, and mouthcare • Reducing frequency of changing of bed linens • Reducing the amount of laundry being sent to laundry department • Enhanced cleaning and disinfection of equipment, high-touch surfaces, and other items • Collaboration with Dietary Team to explore alternative dinning locations i.e., in resident’s bedroom, single table dinning, etc. • Collaboration with the activities department to establish activities appropriate to the isolation requirements and status of the home area
<p>INFECTION PREVENTION AND CONTROL (IPAC) - Surveillance of infectious diseases will be monitored and analyzed on an ongoing basis to prevent the spread and transmission of infectious diseases</p>	<p>IPAC lead Nursing- RN, RPN, and PSW</p> <p><u>Benefits:</u> Ensuring the early identification of potential resident infections, outbreaks, and implementation control measures as soon as possible</p>	<ul style="list-style-type: none"> • Ongoing home wide surveillance for detection of new infection • Ongoing daily assessments and monitor of residents for signs and/or symptoms of infection • Residents to be isolated immediately if signs and/or symptoms of infection noted for further assessment and testing to determine causative agent • IPAC lead reports to PHU based on MLTC guidelines if there is evidence of a suspected outbreak • Residents to remain isolated until testing and isolation period completed unless other cause for illness is determined • Employees to follow isolation signage placed on resident room doors to ensure reduction of spread of infection and proper PPE usage
<p>INFECTION PREVENTION AND CONTROL (IPAC) - To ensure the health and safety of our resident, families, and employees</p>	<p>IPAC lead Director of Care Assistant Director of Care Nursing- RN, RPN, and PSW</p>	<ul style="list-style-type: none"> • IPAC lead will initiate the Pines Outbreak Guide including the daily meetings • Initiate resident isolation protocol when necessary • To complete twice daily active screening of all residents in the outbreak home area • Obtain specimen from residents with suspected illness



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by following evidence-based practices	<u>Benefits:</u> Initiate the outbreak with the direction of the local Public Health Unit (PHU) and Medical Officer of Health to reduce the risk of spread to visitors, residents, employees, and essential caregivers	<ul style="list-style-type: none"> • IPAC lead will provide communication guidance, support and education to residents, essential caregivers, visitors, and employees • IPAC lead will support the administration team establish the appropriate screening process for all those entering the home • IPAC will monitor employee illness and safe return to work • IPAC lead or designate will complete PPE and hand hygiene audits • Cohort and isolating residents according to current directives and PHU guidance • IPAC lead to initiate and monitor social distancing and gatherings in the home to ensure safe • Report to Ministry of Long-Term Care via the critical incidents reporting system • Communications with essential caregivers, POA/SDM, resident physician, medical director, CareRx, other vendors (HomeCare Oxygen, STL imaging, etc.), and interdisciplinary team • Monitor and ensure appropriate staffing and support maintained
COMMUNICATION – To provide the most current communication to inform employees, residents and essential caregivers and family members regarding pertinent information	Leadership team <u>Benefits:</u> Residents, employees, essential caregivers, visitors, and family members benefit from staying informed and receiving current information	<ul style="list-style-type: none"> • Pertinent information shared to employees, residents, essential caregivers, visitors, and family members regarding Activities/Restorative Care • Communication will occur through various means, but is not limited to: Resident Home Area (RHA) meetings, e-mails, employee meetings, Residents’ and Family Council Meetings, in-person, family, and employee portal etc.... • Representation from the department to attend Infection Prevention and Control Meetings • Representation from the department to attend Daily Outbreak Meetings
STAFFING – To ensure the well being and safety of our residents staffing level to be maintained	Staff Scheduler Director of Care Assistant Director of Care <u>Benefits:</u> Ensuring staffing levels to maintain the necessary support to care for the residents	<ul style="list-style-type: none"> • Regular communication between staff schedulers and Nursing Leadership on staffing levels • Nursing leadership team to support where needed • Utilize agency staff as required • Medical director and attending physicians notified of staffing concerns • Redeployment of other departments and District employees, including paramedics, if required



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		<ul style="list-style-type: none"> • Nursing Leadership to coordinate training for employees redeployed • Nursing Leadership to assist with delegating tasks to home volunteers and/or redeployed staff • Nursing Leadership and nursing staff to support and train essential caregivers who wish to support their loved ones • Cohort of employees to the best of our abilities to set home areas to reduce cross contamination • Cohort of employees to set home area lunchrooms to reduce risk of cross contamination • Nursing Leadership to address social factors that might prohibit employees from working