

**Effective and sustainable Infection, Prevention, and Control processes requires a collaborative approach: Therefore, the goal of the security team is to ensure that all staff and visitors adhere to the IPC protocols to help mitigate the risk of COVID transmission at the site. The goal of staff and visitors is to adhere to the IPC protocols to help mitigate the risk of COVID transmission at the site.**

**All Staff and Visitors are required to continuously mask while on site**

**Security Team:**

1. All **security staff are to complete an active COVID screener** prior to start of work.
  - I. The results of which are to be reported to the Charge RN.
  - II. At 06:00h, report to the Charge RN @ 780-660-4888.
  - III. All other times, report to the Charge RN @ 780-660-4888 or 780-554-9503.
  - IV. Security must report their screener results to the RN to be a valid active screener.
2. In the **event security does not pass the active screening, complete the following steps:**
  - i. If there is a screening fail at 06:00h, report it directly to the 3<sup>rd</sup> floor RN 780-660-4888; the RN will need to send a staff to cover the front door immediately. The RN will report to the MOC immediately.
  - ii. Security will need to leave the site and complete the online AHS self-assessment <https://myhealth.alberta.ca/Journey/COVID-19/Pages/COVID-Self-Assessment.aspx>
  - iii. Security will need to report to the Site Lead-Kelly Kontek **780-429-0888 x222 (regular business hours)** or report to the Manager on Call **587-598-8385 (after hours)**.
  - iv. **Additionally, if there is a screening fail any time, for staff or visitors please follow the steps indicated in section iii.**
3. All security staff are **required to wear a face mask** when on duty.
4. Donning and Doffing PPE:
  - i. The security team is responsible to enforce proper adherence to donning and doffing of PPE, all staff and visitors are expected to follow protocol, without exception.
  - ii. The security team is to stand and directly observe visitors and staff when they enter the site; it is impossible to observe IPC process while sitting behind the desk.
5. The security team is responsible to ensure **PPE supplies, including hand sanitizer are replenished at the main entrance.**
6. The security team is expected to **ensure adherence to maximum number of people**, within the screening areas.
7. The **security team is expected to guide and oversee** all staff and visitors to the screening tables to **ensure IPC protocols are followed**, and to help ensure we do not have people crowding and neglecting to maintain proper distance (2 m/ 6ft) when donning/doffing PPE.

## Visitors

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**All visitors** are to provide proof of COVID vaccination prior to admission to the site. Therefore, each time a visitor exits the site, and returns at a later time, they are required to provide proof of COVID vaccination.

All visitors to the site are required to have received 2-doses of COVID vaccine; without full vaccination, admission to the site will not be permitted (**Please see item #4 below-only exception**).

All visitors are to provide their valid QR code and a valid picture identification. Without both of these pieces of identification, visitors will not be permitted to enter the facility. ***Please note children may not have a picture ID, for these circumstances only, the QR code is sufficient.***

Security is expected to check visitor identification for validation, without exception.

*Please note:* I can confirm the physician group and the pharmacists have completed their primary series of COVID vaccination, and are not required to show their QR code upon entry.

### Visitation IPC & PPE guidelines:

1. All **visitors are required to wear a face mask at ALL times while on site.**
2. If a visitor chooses, they may wear a face shield, but are not obligated to. Face shields for all visitors will be at the security.
3. **All visitors 5 years and older, must have completed a primary series of vaccine and must be able to show QR code as proof of vaccination.**
4. **All visitors 5 and under\*, do not need to show proof of vaccination, and must be accompanied by adults at all times when on site.**
5. All visitation must take place in the resident's room, if the balconies (2<sup>nd</sup> & 3<sup>rd</sup> floors) are available-families are welcome to use during their visit.

**All Visitors are required to follow this IPC protocol for Donning and Doffing PPE**

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**Donning PPE:**

1. Complete hand hygiene.
2. Place mask\* securely on the face. *Please note visitors can provide their own KN95 or N95 face mask during visitation\*.*
3. Complete hand hygiene
4. Place shield securely on the face (if applicable)
5. **Complete active COVID screening process.**

Visitors can proceed to their visit once the active COVID screener is approved by security.

All visitors, are to sign in and out during their time on site - this is crucial, all visitors are to complete this task. **The only exception to active screening is emergency personnel, such as ambulance or police.**

**Doffing PPE:**

1. Hand hygiene
2. Doff the face shield (if applicable)
3. Hand hygiene
4. Doff the face mask
5. Hand hygiene

If a resident is on isolation precautions, all visitors to the site are still required to Donn full PPE prior to entering the resident's room.

**Review High-Touch 2-Step cleaning with all visitors:** Bring "High Touch Cleaning Required" sign and place in resident's mail box outside their room

Visitors are given a Ziploc baggie with 2 disinfecting wipes and a pair of Nitrile gloves. High Touch 2-Step cleaning process:

- ✓ Put on gloves prior to handling the disinfecting wipes

Step 1- wipe everything that you touched during your visit with one of the disinfecting wipes that you have been provided

**Active Screening without Security: ECCC staff are required to follow this IPC protocol**

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1. **All staff** upon entry to ECCC must complete the active screening process.  
All members of the night team who arrive for the 23:00h shift, are to complete a screener and report directly to the charge RN, you cannot work your shift until the RN provides approval.
  - i. 1<sup>st</sup> flr team members, stay at the 1<sup>st</sup> flr nursing station until the charge RN has completed your active screener process.
  - ii. 2<sup>nd</sup> flr team members, stay at the 2nd flr nursing station until the charge RN has completed your active screener process.
  - iii. 3rd flr team members, stay at the 3<sup>rd</sup> flr nursing station until the charge RN has completed your active screener process.
  
2. **The kitchen staff.**
  - i. All kitchen staff who arrive earlier than 06:00h, must complete an active screener. When staff arrive on site, call the charge RN @ 780-660-4888 or the LPN @ 780-554-9503-do not proceed to your area of work until you have been screened by the nurse.

**All Staff are required to follow this IPC protocol for Donning and Doffing PPE**

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Donning PPE:

- i. Hand hygiene
- ii. **Donn a face mask (either blue medical or KN95)**
- iii. Hand hygiene
- iv. **Donn a face shield (if so chooses)**
- v. **Hand Hygiene**

Doffing PPE:

- i. Hand hygiene
- ii. Doff the face shield (if applicable)
- iii. Hand hygiene
- iv. Doff the face mask
- v. Hand hygiene

*Note: Removing soiled PPE is when you are most at risk, do not place unclean hands near your eyes, nose, or mouth. Always complete hand hygiene prior to touching your face.*

All staff are expected to continuously wear a face mask while on site:

- i. All staff can opt to wear a blue medical mask or a KN95 if they so choose.
- ii. **All staff can opt to use a face shield.**
- iii. **All staff who work at a health care site where there is an active outbreak, are required to wear both a face mask and face shield while at ECCC.**

## **Staff Break Areas**

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Staff break areas has been a source of outbreaks across long-term care sites. The reason is the staff are not wearing any personal protection equipment and they do not maintain the required distance, which is 2 metres (6 feet). It is imperative that we all adhere to this guideline as we apply protocols to help mitigate the risk of virus transmission.

The ECCC break areas are shared spaces for all staff to use and each has been reviewed to meet the current CMOH guidelines to help keep staff safe.

### **The break areas are as follows:**

1. The third floor has 2 break areas
2. The second floor has 2 break areas
3. The main floor has 9 break areas
4. The basement has 14 break areas

**The staff break areas are not to be used as a storage area for boots and jackets, staff are to use the available lockers on site.**

All staff are to adhere to the maximum number of occupancy signs, do not place more chairs into the designated eating spaces. They have been organized as per the CMOH guidelines.

## **Masking guidelines in Break Areas**

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1. Complete hand hygiene
2. Remove soiled Face Shield (if applicable)
3. Hand Hygiene
4. Remove soiled Face Mask
5. Hand Hygiene
6. Put on a New Face Mask ->ensure the mask fits securely around your nose and chin.
7. Proceed to your break area.
8. **Only** remove your face mask once you are sitting at the table to have your meal.
9. Once you have finished your meal, Donn the same face mask immediately prior to leaving your table.