

## 22 Pandemic Response

Serving Seniors Inc. sees health and safety as a priority for staff, members, volunteers and clients. A pandemic is and epidemic of an infectious disease that has spread across a large region, for instance multiple continents or worldwide affecting a substantial amount of people. Public Health Officials are charged with providing guidance, support and safety protocols.

### 22.1 Personal Safety:

- i. All are to wear the Personal Protective Equipment (PPE) as required by public health and Serving Seniors Inc. This equipment will be provided by Serving Seniors Inc.
- ii. Social distancing and other protocol put in place by public health will be adhered to at all times.
- iii. All employees should practice the fundamentals as described by public health (hand washing, sanitizing, physical distancing, symptom monitoring etc.). Sanitizing solution and stations will be available throughout the workplace.
- iv. Employees should not share equipment and should sanitized their workspace daily.
- v. All employees must screen for symptoms prior to reporting to work.
- vi. If an employee feels there is an increased risk they should inform the Executive Director immediately.
- vii. If there is an opportunity to work from home and it is safe to do so this will be strongly encouraged.
- viii. Employees who are required to miss work due to infection or exposure will be excused from work and required to return when safe to do so.
- ix. If all employees are exposed/infected the building will be closed, sanitized and employees will work from home if able.

### 22.2 Programing/rental/etc :

- x. All programming, rentals etc. will be expected to follow the current public health orders.
- xi. If the public health orders are not able to be met the event/program will be canceled. In the case of a rental there will be a full refund.
- xii. All who enter the building need to be screened to ensure safety protocol is in place.
- xiii. Anyone who does not follow the restriction/guidelines/regulations in place will be asked to leave the building. If they do not leave when asked RCMP are to be called to remove them from the building. The board will decide follow up action if this happens.

## Covid – 19 Procedure and Protocol

COVID-19 is a highly contagious respiratory and vascular disease caused by the 2019 novel coronavirus. Public Health Officials (PHO) continue to update and provide information for employers, employees, volunteers and the community regarding safety strategies and protocols in place. It is vital to services that this policy and the PHO orders are adhered to. Due to the nature of COVID-19 some may not experience symptoms while others who contract COVID-19 it can be fatal.

Symptoms of COVID-19 include one symptom from Column A or 2 or more from Column B.

A	B
Fever/Chills	Runny nose
Cough	Muscle aches
Sore throat/hoarse voice	Fatigue
Shortness of breath/difficulty breathing	Pink eye (conjunctivitis)
Loss of taste or smell	Headache
Vomiting or diarrhea for more than 24 hours	Skin rash of unknown cause
	Poor feeding if an infant
	Nausea or loss of appetite

### Employees

#### b. Safe Workplaces:

- i. All employees are wear masks or shields when working unless they are able to maintain a distance of 1 meter (6 feet) away from others. Masks and shields will be provided by Serving Seniors Inc.
- ii. All employees should practice the fundamentals as described by the PHO (hand washing, sanitizing, physical distancing, symptom monitoring etc.). Sanitizing solution and stations will be available throughout the workplace.
- iii. Employees should not share equipment and should sanitized their workspace daily.
- iv. All employees must screen using the online screening tool at [www.sharedhealthmb.ca/covid19screening-tool/](http://www.sharedhealthmb.ca/covid19screening-tool/) prior to reporting to work.
- v. All employees must have their temperature checked on arrival to work.
- vi. If an employee feels there is an increased risk they should inform the Executive Director immediately.
- vii. Where at all possible meetings and gatherings should be held virtually to decrease contact.

#### c. COVID-19 Testing and Missed Work:

- i. If an employee is experiencing symptoms as listed in the symptom list they must isolate at home, contact Health Links-info Sante for instructions and notify the Executive Director or in his/her absence the Board President.

- ii. If employees are instructed/required to take a test they must notify the Executive Director of when they are going to take the test and report the results to the Executive Director.
- iii. If employees are exposed to someone who has tested positive they must get tested and receive a negative test result prior to returning to work.
- iv. While an employee is off work due to awaiting results they will continue to be paid their wages as long as they are communicating with the Executive Director.
- v. If a member of the household of an employee has symptoms, is awaiting test results or has tested positive for COVID-19 the employee should not have contact with that person and will be able to

Public health officials also strongly urge anyone who has cold or flu-like symptoms, such as a cough, fever, runny nose, sore throat, headache, or any of the symptoms listed in the screening tool to isolate and get tested for COVID-19. By getting tested, you are helping to keep your family and community healthy. If you get tested for COVID-19, you should continue to isolate until you have your test results, and you will receive further instructions on isolation at that time.

*If you choose to not get tested, you will need to isolate for at least 14 days, and until you no longer have fever for 24 hours and your other symptoms have resolved. If you have travelled or been exposed to a case, you should continue to self-isolate (quarantine) for the remainder of the 14-day period.*

Physical distancing is used to intentionally reduce close contact between people to try to stop the progression of community transmission of any virus. Physical distancing strategies for all Manitobans include:

- Cancelling or postponing any large-scale events;
- Minimizing prolonged (more than 15 minutes), close (less than two metres) contact between other individuals in public;
- Avoiding greetings that involve touching such as handshakes;
- Disinfecting frequently used surfaces;
- Following public health advice related to self-isolation (quarantine) if you have travelled or have been exposed to someone ill with the virus; and
- Considering avoiding travel, crowded places and events especially if you are at higher risk.

We remind you to protect yourself while out in public. Please wash your hands frequently, and maintain a distance of about 2 metres from others.