

Carmichael Connection

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COVID 19 Protocols

LOCATION-SPECIFIC PHASE 2 STRATEGY TO MINIMIZE THE RISK OF TRANSMISSION OF COVID-19 VIRUS

Submitted by: Cathy Bontogon ~ Residential Coordinator

Reduce the risk of person to person transmission

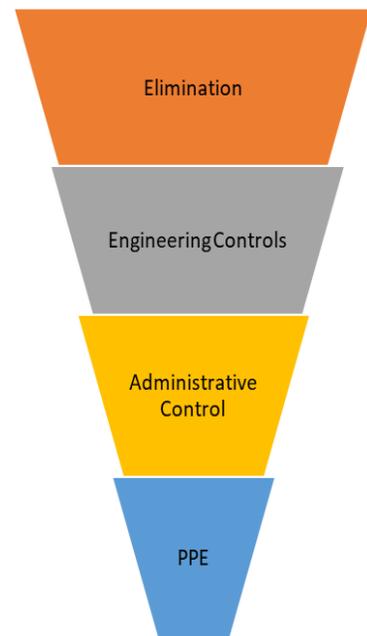
To reduce the risk of the virus spreading through droplets in the air, implement protocols to protect against your identified risks. Different protocols offer different levels of protection. Wherever possible, use the protocol that offers the highest level of protection. Consider controls from additional levels if the first level isn't practicable or does not completely control the risk. We will likely need to incorporate more controls from various levels to address the risk at your workplace.

1st level of protection – Use policies and procedures to limit the number of people in the workspace at any one time. Rearrange or reschedule so workers, clients and others are at least 2m (6ft) apart

2nd level of protection – If you can't always maintain physical distancing, use barriers to separate people and support social distancing

3rd level of protection – Establish rules and guidelines such as posted occupancy limits for shared spaces, designated delivery areas, and one-way doors or walkways to keep people physically separated

4th level of protection – If the first 3 levels of protection aren't enough to control the risk, consider the use of non-medical masks to protect the wearer from respiratory droplets. Ensure workers are wearing masks appropriately.



Staff Spotlights

August Birthdays

Aquila
Tanja
Bryan
Brandi
Mark D

Fred
Lana
Paul
Robin
Krystal

New Staff ~ Returns

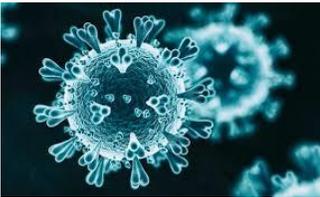
Eugene
Kelsey
Emmanuel
Lana

Danni
Laura
Krystal
Tanja



Elimination Strategies

Submitted by: Cathy Bontogon ~ Residential Coordinator



The virus that causes COVID-19 spreads in several ways, including through droplets when a person coughs or sneezes, and from touching a contaminated surface before touching the face. Higher risk situations require adequate protocols to address the risk. The risk of person-to-person transmission is increased the closer you come to other people, the amount of time you spend near them, and the number of people you come near. Physical distancing measures help mitigate this risk. The risk of surface transmission is increased when many people contact same surface, and when those contacts happen in short intervals of time. Effective cleaning and hygiene practices help mitigate this risk.

- Now and always during cold and flu season, **stay home if you are sick**. Encourage those you know are sick to stay home until they no longer have symptoms. If you feel you may have COVID-19, contact your health care provider, **8-1-1**, or **1-888-COVID-19**, or **text 604-630-0300** for direction specifically related to COVID-19.
DO NOT GO TO A CLINIC / HOSPITAL UNLESS ADVISED TO DO SO.
- Anyone who has had symptoms of COVID-19 in the last 10 days (staff, persons served, or visitors) are prohibited from the worksite. Symptoms may include fever, chills, new or worsening cough, and new muscle aches or headache.
- Anyone who has arrived from outside of Canada or who has had contact with a confirmed COVID-19 case **must self-isolate for 14 days and monitor for symptoms**.
- If someone has tested positive for COVID 19 and was in contact with other individuals or staff in an agency program, contact your local health authority and seek direction from them on who may be at risk and who should be notified. Your local health authority is the primary authority for how to respond to people who may have COVID 19. Ensure Head Office is informed immediately so they can assist in contact tracing to reduce risk of transmission.
- Since respiratory viruses, such as the one that causes COVID-19, are spread through contact, change how you greet one another. Avoid handshakes or hugs, and touching your face.

Phase 2 Strategies to Maximize Physical Distancing

Submitted by: Cathy Bontogon ~ Residential Coordinator

Isolation from friends, family, and regular community activities have been challenging for our persons served and it is important to continue to promote safety, while still assisting them in accessing the community or beginning to re-establish in-person connections. It is time to get back in the community with our persons served. Here is how we can do this more safely:

- Continue to support and role model social distancing, and use of face masks / coverings for clients who are willing or able to do so. Both disposable and cloth face coverings are available for both staff and clients. However, for those clients who are at significant risk due to age and/or pre-existing medical conditions, continue to minimize contact with others at the program or in the community where possible
- Continue to encourage activities that do not involve close contact with others in the community, allowing for social distancing of 2 metres, and going to places in the community during non-peak times
- In shared transportation it advised that, where possible, passengers sit in a different row from the driver. Face coverings are recommended
- For Outreach clients who are homeless and/or have significant hygiene issues who may be more at risk for infection, **do not provide transportation in your personal vehicle at this time, instead providing support where they are, and in the community using social distancing.**

Visitors are still to be restricted to designated family members, and only essential visitors at this time. Any family who are visiting or other professionals coming to the home must wear a non-medical mask / face covering and maintain 2 metres distance. Hand sanitizer will be available for their use upon entry to the program (but do not leave out unsupervised due to potential for misuse).

Monthly staff meetings are now allowed in the home as staff who work within the home are already existing in the same "bubble". Physical attendance is NOT mandatory and Casual staff are not to attend unless they are wearing a mask. Physical distancing is to be in place where possible, and masks are available and encouraged for use by staff. Outreach Staff Meetings will continue to be held outdoors with social distancing as staff are not in regular contact with each other typically. Although attendance at these meetings could increase potential transmission risk, the importance of discussion regarding client care and support strategies, the need for team connection, and the fact that many of the staff members already work directly with each other to care for these clients would seem to balance those concerns. Any staff who would like to continue to participate electronically, as was done in Phase 1, are encouraged to do so.

Engineering Controls / Barriers

As our programs work directly with clients, assisting with their care, and supporting them in community activities, use of physical barriers, in most cases will not be an option. The focus will continue to be on social distancing, enhanced cleaning measures, and personal protective equipment (PPE).

Administrative Controls

Carmichael Enterprises Residential Programs continues to work with our teams to develop guidelines for safety measures to be used and/or adapted as needed for successful application in each worksite. Guidelines have been posted in each location, as well as emailed directly to our employees to ensure information is readily available. Information regarding COVID-19 transmission and strategies to reduce risk are also discussed in the Health & Safety component of staff meetings.



Thank-you for all or your efforts to support our vulnerable clients.

Your diligence in maintaining these high standards of care is truly appreciated in these challenging times and always.

**Carmichael Enterprises
Residential Programs**

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*“Carmichael
Enterprises is
committed to
meeting the needs
of individuals with
disabilities”*



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www.carmichaelenterprises.ca

COVID SYMPTOMS

Submitted by: Cathy Bontogon ~ Residential Coordinator

Watch for symptoms of COVID-19 that can appear up to 14 days after being exposed to the virus.

The symptoms of COVID-19 are similar to other respiratory illnesses including the flu and common cold.

The most common symptoms of COVID-19 include:

- Fever (see below)
- Chills
- Cough or worsening of chronic cough
- Shortness of breath
- Sore throat
- Runny nose
- Loss of sense of smell or taste
- Headache
- Fatigue
- Diarrhea
- Loss of appetite
- Nausea and vomiting
- Muscle aches

While less common, symptoms can also include:

- Stuffy nose
- Conjunctivitis (pink eye)
- Dizziness, confusion
- Abdominal pain
- Skin rashes or discoloration of fingers or toes.

Fever: Average normal body temperature taken orally is about 37°C. For more on normal body temperature and fevers, see HealthLinkBC's information for children age 11 and younger and for people age 12 and older. Infants less than three months of age who have a fever should be assessed by a health care provider.

Children have similar symptoms to adults, but are less likely to have fever, shortness of breath or cough.

COVID-19 causes mild illness in the majority of cases in children.

COVID-19 symptoms can range from mild to severe. Sometimes people with COVID-19 have mild illness, but their symptoms may suddenly worsen in a few days.

<https://www.healthlinkbc.ca/>