

# CSS COVID-19 OUTBREAK CONGREGATE LIVING MANAGEMENT CHART

REVISED MAY 29/20

<b>1<sup>st</sup> STEP</b>	<b>First call AHS Coordinated Response Line - 1-844-343-0971</b> <b>AHS Coordinated COVID-19 Response must be contacted as soon as there is a case suspected.</b> <b>If no response within 24 hours, call the appropriate zone # as outlined below.</b>			
	<b>AHS ZONE</b> (Link to Zone MOH)	<b>REGULAR HOURS</b> - Business hours typically 8:30am to 4:30 pm	<b>AFTER HOURS</b>	
<b>2<sup>nd</sup> STEP</b>	Zone 3 Central	Communicable Disease Control (CDC) Intake	403-356-6420	403-391-8027 MOH On-Call
<b>2<sup>nd</sup> STEP</b>	Zone 4 Edmonton	Communicable Disease Control (CDC) Intake	1-855-513-7530	1-800-732-8981 Public Health On-Call

## A site in Outbreak Prevention

No residents or staff showing any symptoms of COVID-19

### Expectations of Staff

Staff are to follow all AHS protocols: physical distancing (if able), disinfecting, health screening, and PPE utilization.

## A site under Investigation

At least one resident or staff member who exhibits **any** of the symptoms of COVID-19.



### Step 1

Notify Supervisor of which symptoms the resident is showing, your Supervisor will reach out to the Manager of the Home to notify AHS and arrange for testing for COVID 19.

If it is a staff member, the Supervisor will request a contact number from the staff for AHS and the Supervisor will contact AHS via phone and CSS Disability Management via email. If the staff member utilizes public transit, CSS will send staff home via taxi with a mask.

[disabilitymanagementcentral@cssalberta.ca](mailto:disabilitymanagementcentral@cssalberta.ca)  
[disabilitymanagement@cssalberta.ca](mailto:disabilitymanagement@cssalberta.ca)

AHS Co-ordinated Response Line: 1-844-343-0971  
 Central: 403-356-6420 After Hrs 403-391-8027  
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### Step 2

Isolate the person showing symptoms to their room and provide them with a mask if able to wear. Staff members must be using appropriate PPE for their safety and following proper donning (put on) and doffing (remove) procedures in the home. The person showing symptoms must receive meals in their room until they are tested for COVID-19. The staff working with them must keep a close eye on them for additional symptoms.



### Step 3

The Manager will coordinate with the team to notify all the staff who work in the home about the suspected COVID-19 symptoms.

## Confirmed COVID-19 Outbreak

Any one individual (person served or staff) laboratory confirmed to have COVID-19.

**\*Note** that sites with two or more individuals with confirmed COVID-19 will be included in public reporting.

Once in a confirmed outbreak, for the duration of that outbreak, all sites must restrict staff to working only at the outbreak site.



### Step 1

The Manager will coordinate informing all persons served, family members and staff that there is a confirmed case of COVID-19.

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### Step 2

If it is a person served with COVID -19, they will be required to isolate in their room, provide them with a mask if they are able to wear and eat all their meals in their room. If there is more than one bathroom in the home, identify one for this person to use. Staff will ensure they are keeping a close eye on this person to check on their symptoms and physical well-being. Staff will wear masks and safety glasses at all times and add gloves and gowns when providing personal care for the duration of time that they are working with the person. Staff will also ensure they are following proper donning (put on) and doffing (remove) procedures so COVID 19 doesn't spread throughout the home.

If it is a staff member with COVID -19, they will be required to isolate at home until they are cleared by AHS.