

Staff Case(s) Checklist in LTC/AL: Influenza and/or COVID-19

The following checklist outlines the measures to be implemented by the site when there are **ONLY staff cases** identified at the Care Community and **NO client (resident/tenant) cases**

Once a client case(s) is identified, Care Community should follow the [Enhanced Monitoring and/or Outbreak Declared Checklist](#) for COVID-19 or the [Influenza One Case Checklist \(Resident\)](#) for Influenza, as that checklist will supersede this one

For the purposes of this document, the term *client* is used to represent residents, tenants, seniors, elders, or other terms used to describe a person that resides at the Care Community.

Staff Case - Confirmed	
COVID-19 Staff Cases	
	<p>Determine whether staff member worked while infectious based on the following:</p> <ol style="list-style-type: none"> 1. Did the staff member work during their infectious period (i.e., 2 days before and 5 days after they developed symptoms) 2. If they did not work during their infectious period, there is no exposure to the Care Community. If the staff member worked while infectious, follow this checklist for preventative and infection control measures
Influenza Staff Cases	
	<ul style="list-style-type: none"> • Treatment: as advised by staff members primary care provider (Tool 23)
Other RI Staff Cases (e.g., RSV, enterovirus, etc.)	
	<ul style="list-style-type: none"> • Staff with onset of symptoms compatible with RI infection should report to their supervisor promptly and arrange to get tested if needed • Staff who have recovered from a non-influenza viral respiratory illness can still benefit from influenza vaccination
Symptomatic Staff (including Return to Work Guidance (For suspected or confirmed viral respiratory illness including COVID-19, influenza, and RSV)	
	<ul style="list-style-type: none"> • Staff who are symptomatic prior to coming to work are to stay home and follow return to work guidance below • Staff begin to experience symptoms at work are to put on a medical mask, perform hand hygiene, contact immediate supervisor to arrange safe transfer of care or responsibilities, and go home. Then follow return to work guidance below. • Influenza Treatment <ul style="list-style-type: none"> ○ As advised by staff members primary care provider <p>Return to work Guidance: Staff can return to work when:</p> <ul style="list-style-type: none"> • Symptoms improve and they feel well enough to work AND they are afebrile for 24 hours without the use of fever reducing medications • Upon returning to work, all staff must do the following: <ul style="list-style-type: none"> ○ Wear a medical mask until day 10 from onset of VRI symptoms, even if symptoms have resolved

	<ul style="list-style-type: none"> ○ Continue to follow current IPC recommendations and measures ○ For more details, refer to Provincial Guidance on Return to Work and Exposure Management for Health Care Workers with Viral Respiratory Illness
Ongoing Case Detection	
	<p>Symptom Screening:</p> <p>Clients</p> <ul style="list-style-type: none"> • All clients on the affected unit/floor with no symptoms should continue twice daily screening. <ul style="list-style-type: none"> ○ Care Community to have a low threshold for testing any symptomatic clients. • Symptomatic client: <ul style="list-style-type: none"> ○ See symptomatic client section of appropriate checklist (based on what is circulating e.g. influenza, COVID-19 or other respiratory illness) <p>Staff</p> <ul style="list-style-type: none"> • Staff to continue with self-screening and monitor for VRI signs and symptoms . If clinical illness and symptoms develop: <ul style="list-style-type: none"> ○ Stay away from work ○ Inform their supervisor ○ Discuss testing with primary care provider • Staff to stay home if sick and if symptoms develop at work, leave work
	<p>Staff Testing</p> <p><u>Symptomatic staff</u>: Staff member to discuss PCR testing with primary care provider</p> <p><u>Asymptomatic staff</u>: No testing of asymptomatic staff unless directed by Public Health</p>
Care Community Measures	
	<p>Personal Protective Equipment (PPE)</p> <ul style="list-style-type: none"> • Follow current provincial masking guidance • Add other PPE based on Point of Care Risk Assessment • Universal masking is required for all staff and visitors when a unit is on Enhanced Monitoring with Public Health Support or any Influenza, COVID 19 or Other RI outbreaks
	<p>Cleaning and Disinfection</p> <p>Housekeeping to do:</p> <p>Enhanced cleaning of staff areas (staff room, nursing station, staff bathrooms)</p> <ul style="list-style-type: none"> • Routine daily cleaning of high-touch surfaces (doorknobs, faucets in bathrooms, communal areas, dining rooms, gyms, recreational therapy rooms, shared equipment) • Use Disinfectant Selection Guide (Tool 17)
	Remind clients/staff/visitors of hand hygiene and respiratory etiquette
	Communal Dining for residents and staff on the affected unit(s) can continue
	<p>Group Activities</p> <ul style="list-style-type: none"> • Group activities can continue in the affected unit(s)
	Visitation

	<ul style="list-style-type: none"> • Visitors are allowed on the unit • Visitors must follow appropriate Infection Control measures • Visitors should follow current provincial masking guidance/direction. • Universal masking is required when it is directed by FH Public Health, for example, when the unit has a Influenza, COVID-19 or Other RI outbreak, or on Enhanced Monitoring with Public Health Support
	<p>Admission/Transfers</p> <ul style="list-style-type: none"> • Continue with admissions/transfers to the affected unit without approval from MHO
When to Stop Additional Measures at the Care Community	
	<p>COVID-19</p> <ul style="list-style-type: none"> • Monitoring can end 7 days after the last positive staff member(s) last worked if no other cases are identified <p>Influenza</p> <ul style="list-style-type: none"> • Monitoring can end 5 days after the last positive staff member(s) last worked on site if no other cases are identified <p>Other VRI</p> <ul style="list-style-type: none"> • Monitoring can end 5 days after the last positive staff member(s) last worked on site if no other cases are identified