



RIVERVIEW GARDENS
INFECTION CONTROL POLICIES & PROCEDURES

POLICY: OPERATIONS MANAGEMENT (OPE) – COMMUNICATION DURING AN OUTBREAK		
POLICY CODE: INF OPE	Issued: Apr./06	Revised: July, 2022

COMMUNICATION DURING AN OUTBREAK

POLICY:

When an outbreak takes place that causes or has the potential to cause risk, these events are discussed with staff, residents / SDM openly and honestly maintaining confidentiality of residents or staff members that may be involved.

The case definition of an outbreak will be communicated / determined by the local Public Health Unit (CKPHU), and then communicated to the IPAC lead, the Director of care Nursing and the Administrator.

In the event of an outbreak, the Director of Nursing and the IPAC lead will call together an Outbreak Management team (OMT) as required. The OMT follow the outbreak preparedness plan in consultation with Local Public Health (Chatham Kent Public health Unit).

PROCEDURE:

The PSW will:

1. Report signs and symptoms of infection to the RN/RPN in charge.

The RN/RPN will:

- 1 Assess the resident
- 2 Determine the isolation required and connect with IPAC lead.
2. Notify Facility Charge Nurse

The Registered Nurse will:

1. Report this information immediately to the IPAC lead and the Director of Nursing.
2. Initiate the RVG ‘Situation Management Checklist’ / Outbreak preparedness plan.

The Director of Nursing or IPAC designate will:

1. Report the event if determined to be of Outbreak Status to: (refer to specific disease protocol)
 - The Medical Director



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- The Director of Senior Services
- Local Public Health Unit (CKPHU)
- Health & Safety Committee representative
- The Ministry of Long-Term Care (MLTC)– online CIS report
- The Resident’s Physician
- Facility Departmental Managers
- The local ‘Ontario Health’ previously ESC LHIN/other health care providers
- Pharmacy
- The staff of the Home via email

In the event that a resident is placed on transmission-based precautions, or an infectious outbreak is declared:

The Registered Nurse on the unit will:

1. Inform the Department Heads of the occurrence, via memo, identifying:
 - The resident
 - Precautions being taken
 - The type of outbreak
 - Isolation protocols being used
 - Personal Protective Equipment (PPE) Supplies.
 - PPE cart outside including posters/ consultation with IPAC lead.
 - Garbage cans/ Laundry carts for isolated residents/ IPAC lead.

2. Notify the following departments/persons (Outbreak Management team)/ IPAC lead
 - Dietary Department
 - Laundry Department
 - Housekeeping Department / Maintenance Department
 - Unit Clerk
 - Office Managers
 - Therapeutic Recreation and Volunteer Supervisor
 - Physiotherapy Department
 - Nursing Department



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3. Ensure minutes of the outbreak management meetings include discussion and attendance lists.

All staff will:

1. Respond openly and honestly to questions raised by family members, deferring specific details to their supervisor or the Director of Senior Services for response.

All Department Managers will:

1. Ensure that their staff are provided with regular updates concerning the outbreak, any precautions that must be enforced and, seek feedback for any education needed to help manage the outbreak.

The Director of Senior Services or Director of Nursing will:

1. Share information with residents, families, and staff.
2. Vary the method of communication depending on the type of and degree of risk e.g.: newsletters and telephone calls may communicate an outbreak whereby a personal meeting may discuss death that has occurred as a result of this event.

In the event that an infection control issue is identified in another department:

The Department Manager will:

1. Directly notify the Director of Nursing and the IPAC designate.
2. Use the IPAC designate and DOC in recommendation identified with the local public health, as a resource to investigate and provide recommendations on the management of the issue including identification of precautions, implementation of procedures or protocols and any notification that may be necessary.