

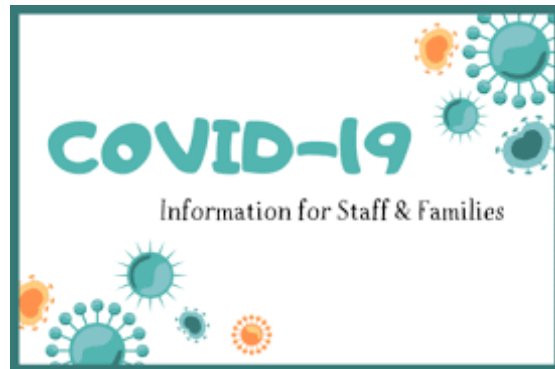
**Down
Syndrome**

Resource Foundation



Communicable Disease Plan

Introduction/Overview



DSRF's PRIORITY IS MAINTAINING THE HEALTH AND SAFETY OF OUR TEAM, CLIENTS, AND FAMILIES.

To operate safely in the face of ongoing COVID-19 communicable disease transmission concerns, DSRF follows guidance provided by:



To maintain health & safety standards, DSRF continues to implement and update protocols as required by British Columbia's Provincial Health Office and Ministry of Health.



The virus that causes COVID-19 spreads in several ways. It can spread in droplets when a person coughs or sneezes. It can also spread if you touch a contaminated surface and then touch your face.

The risk of person-to-person transmission increases the closer you come to other people, the more time you spend next to them, and the more people you are in close contact with.

The risk of surface transmission increases when many people contact the same surface and when those contacts happen over short period of time.

We have developed this communicable disease plan to ensure the safety of our team, our clients, our families, and others who access DSRF facilities and services.

The following process is being used to reduce risk and increase health and safety standards as we operate our facility and services amid communicable disease transmission concerns.

General Risk Assessments and Mitigation Efforts

Areas Most Frequently Used by Multiple People

- Main floor Lobby
- Elevator
- Upper Concourse
- Therapy/Education Areas
- Washrooms
- Photocopier Room
- Laminating Area
- Hallways
- Kitchen
- Lunchroom

Surfaces Most Used (High Touch Areas)

- Door handles/knobs and light switches.
- Elevator buttons.
- Front desk area and administration common area (including library).
- Main lobby tables and chairs.
- Lunchroom eating areas.
- Kitchen food preparation areas and appliances.
- Stationery filing cabinets.
- Program equipment storage cabinets.
- Building security keypad.

Jobs, Tasks & Processes Where Individuals Are Likely in Close Proximity

- In general, individuals should have careful social contact. Frequent handwashing is still recognized as a good way to reduce transmission. Use of gloves is **NOT** a replacement for handwashing. In smaller, normally shared spaces like the lunchroom, the number of staff may be limited. Room capacity will be indicated via signage.

General Control Measures to Maintain Careful Social Distancing

- DSRF remains flexible and will work with the staff individually to accommodate COVID-19 needs and concerns.
- Wearing a mask when moving through the building in high traffic, common areas or when jobs place you near (less than 2 meters) to clients, may periodically be a visible indication that our routines have changed. Other examples include careful social contact with others including clients and using extra caution when walking around “blind” corners.
- We continue to take direction from provincial health officials and regional health authorities. If the number of communicable disease cases in the community increase and health officials increase restrictions, DSRF will adhere to health directives as issued. This could mean reverting to a prior safety phase and/or implementing additional health and safety protocols.
- All session spaces will be wiped down/disinfected after each use.
- If a client is symptomatic (sick), the in-person session must be changed to a virtual session, re-scheduled to a later date or if these are not possible, canceled.

Measures to Reduce Risk of Transmission

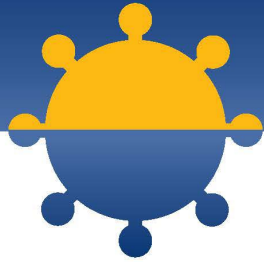
DSRF takes direction from WorkSafeBC, BC’s Ministry of Health, Regional Health Authorities. To reduce the risk of transmission, DSRF will implement the following measures:

(General Precautions)

- Symptom reminders for clients (families) prior to attending sessions.
- Careful social contact.
- Hand sanitizer/disinfecting stations in the facility.
- Elevator may be used.
- Stairs may be used.

(Cleaning Controls to Reduce Risk of Surface Transmission)

- **Daily** janitorial cleaning. In addition to the regular service, DSRF’s janitorial service provider pays extra attention to disinfecting high touch point surfaces such as doorknobs and light switches. Disinfectant cleaning processes will use products recommended for COVID-19 safety.



Coronavirus COVID-19

BC Centre for Disease Control | BC Ministry of Health



Hand Hygiene

**SOAP OR ALCOHOL-BASED
HAND RUB: Which is best?**



**Either will clean your hands:
use soap and water if hands
are visibly soiled.**



Remove hand and wrist jewellery

HOW TO HAND WASH



1
Wet hands with warm
(not hot or cold)
running water



2
Apply liquid or foam soap



3
Lather soap covering
all surfaces of hands
for 20-30 seconds



4
Rinse thoroughly
under running water



5
Pat hands dry thoroughly
with paper towel



6
Use paper towel
to turn off the tap

HOW TO USE HAND RUB



1
Ensure hands are visibly
clean (if soiled, follow hand
washing steps)

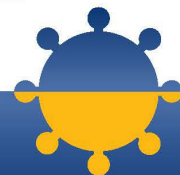


2
Apply about a loonie-sized
amount to your hands



3
Rub all surfaces of your hand
and wrist until completely
dry (15-20 seconds)

COVID19_HH_001



DSRF Health & Safety Policy – Communicable Disease

In addition to DSRF's existing Communicable Disease - Pandemic Policy (DSRF Health & Safety Manual), the following policies and procedures for COVID-19 health & safety management have been added and are in effect until further notice:



Individuals must not be required to self-isolate and/or must be free of communicable disease symptoms such as fever, chills, new or worsening cough.

- If a staff member is sick or has been required to self-isolate, they are expected to follow this advice and inform their DSRF supervisor immediately.
- If a staff member starts to feel unwell at while at work, they should inform their supervisor or a designated First-Aid Attendant, and immediately go home. They are also encouraged to call 811 or consult the COVID-19 Self-Assessment Tool (<https://bc.thrive.health/covid19/en>).
- If a staff member is severely ill (e.g., having difficulty breathing, experiencing chest pain, etc.) while at work, the nearest fellow staff member or first-aid attendant should be notified immediately and/or call 911.
- No other staff member will be permitted to access the area of the staff member who has become ill until it has been thoroughly cleaned and disinfected.

Communication

- Staff will be notified about changes to DSRF's Communicable Disease Plan. A copy of the plan will be maintained and be readily available on the DSRF website.
- Signage and information to clearly communicate protocols and procedures will be circulated and posted throughout the building as needed.

Ongoing Monitoring and Risk Assessment

- As communicable disease health, safety, and operational needs change, that necessitate changes to practices and procedures, staff will be notified, as will families and other parties who are impacted by the changes.

New Employees

- New employees will be informed of all Health and Safety policies and procedures and provided with a copy of the Communicable Disease Plan for COVID-19.

