

COVID-19 PUBLIC HEALTH GUIDANCE: WORKPLACE SAFETY PLAN AND SCREENING – ROADMAP EXIT STEP

Last revised: March 1, 2022

The Simcoe Muskoka District Health Unit (SMDHU) is currently at the Roadmap Exit Step of the province's [Roadmap to Reopen](#). This document provides guidance for businesses and organizations at the Roadmap Exit Step by following [Ontario Regulation 364/20: Rules for Areas at Step 3 and at the Roadmap Exit Step](#) (O. Reg. 364/20) under the [Reopening Ontario \(A Flexible Approach to COVID-19\) Act, 2020](#) to help stop the spread of COVID-19.

SAFETY PLAN

- In accordance with [O. Reg. 364/20](#), the person responsible for a business or organization that is permitted to open shall prepare and make available a COVID-19 workplace safety plan ("safety plan"). The safety plan shall describe the measures and procedures which have been implemented or will be implemented in the business or organization to reduce the transmission risk of COVID-19.
- The safety plan shall be in writing and made available to any person for review upon request.
- The person responsible for the business or organization shall ensure that a copy of the safety plan is posted in a conspicuous place where it is most likely visible to individuals working in or attending the location.
- The Province of Ontario has [published a guidance document](#) to assist businesses with preparing the required aspects of the safety plan, which must address: screening, physical distancing (if applicable), masks or face coverings and cleaning and disinfecting of surfaces and objects.
- The province also has [resources to prevent COVID-19 in the workplace](#) for sector-specific information and examples of controls that apply to your type of workplace. These documents are a resource as you develop your plan and can be referenced in your plan.

SCREENING

Businesses and organizations which are permitted to open to the public are responsible for screening patrons. The Province of Ontario has implemented a website for [all categories of screening](#) including workers and customers.

1. Patrons of businesses and organizations must be screened via passive screening. [Self-screening posters](#) must be posted at all entrances.
2. It is recommended that employees/workers, contractors, suppliers and volunteers continue to be actively screened before attending work each day, and follow the direction provided. [Active screening](#) can be done in-person, at the workplace or remotely using telephone, internet (online), email submission, or an app before entry.

SIGNAGE

Post signs promoting wearing masks or face coverings, screening, handwashing, and make them visible to staff and patrons including at entry. Sample signage can be found [here](#). Self-screening signs are required to be posted.

SUPPORTING EACH OTHER AND OUR COMMUNITY

We understand that this is a challenging time, but public health measures like this are needed to limit the spread of COVID-19. We thank you for the service that you provide to the community.

Please contact the Simcoe Muskoka District Health Unit's Health Connection line if you have any questions at 1-877-721-7520, Monday to Friday from 8:30 a.m. to 4:30 p.m.

While the Simcoe Muskoka District Health Unit aims to provide relevant and timely information, no guarantee can be given as to the accuracy or completeness of any information provided. This guidance is not intended to, nor does it provide legal advice and should not be relied upon or treated as legal advice. Users seeking legal advice should consult with a qualified legal professional. No one should act, or refrain from acting, based solely upon the materials provided in this guidance, any hypertext links or other general information without first seeking appropriate legal or other professional advice. Please visit the Simcoe Muskoka District Health Unit website regularly for updates and additional guidance.