

AGENDA/MINUTES – Outbreak Management Team (OMT) Meeting

Outbreak #: 2260 -2024-	Date:
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Attendees:			
Title	Name	Title	Name
IPAC Specialist		Public Health	

ACTION	
1	<p>Review Case Definition:</p> <ul style="list-style-type: none"> Onset date, Symptoms, Location Change as required

2	Review Line Lists, Residents and isolation: <ul style="list-style-type: none">• Residents & Staff case numbers• Total number of residents & staff• # of cases in isolation/precautions / # residents on unit• # of COVID-19 High Risk Contacts (HRCs)• # of COVID-19 HRCs in isolation/precautions• What is frequency for ACTIVE screening and surveillance• Discuss any challenges and solutions (ex. Wanders)• Update line list notes on # of resolved cases/return to work• Update line list notes w/ case health status including:<ul style="list-style-type: none">• Hospitalizations• Deaths• Resolved	
3	Specimen Collection: <ul style="list-style-type: none">• Date, # of collected and what test for residents or staff meeting case definition.• Review LAB results and # of pending results• Plan for obtaining outstanding tests	

4	Review of Staff Screening and exclusions: Describe current practice: <ul style="list-style-type: none">• Are staff appropriately reporting to facility their symptoms?• Return to work policy	
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5	Review of Staff and Resident Cohorting: <ul style="list-style-type: none">• Include volunteers and essential visitors• Assignment of line listed staff who have returned to work• Discuss challenges and solutions	
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6	<p>Staffing Contingency plan for shortages</p> <ul style="list-style-type: none"> • Any staffing concerns identified • Any staff working in more than one facility 	
7	<p>Review of IPAC measures and PPE:</p> <ul style="list-style-type: none"> • Review PPE supply, location, access and use • Appropriate Signage and PPE carts • Audits: Hand Hygiene, Donning/Doffing, OB audits: <ul style="list-style-type: none"> → Include compliance % and date completed → EVS Audits (who & when) • Staff education (as indicated by audit results) 	
8	<p>Immunization rates:</p> <p>Influenza Residents (denominator)</p> <ul style="list-style-type: none"> • # Seasonally immunized • Antiviral directive/order? <p>Influenza staff (denominator)</p> <ul style="list-style-type: none"> • # Seasonally immunized • Antiviral Rx? <p>COVID-19 Residents</p> <ul style="list-style-type: none"> • 2024 Fall dose of vaccine • Antiviral directive/order? 	

	COVID-19 Staff 2024 fall dose of vaccine	
9	Review of EVS <ul style="list-style-type: none"> • Identify disinfectant being used • Environmental cleaning for non-EVS staff – education, product, kill time • Review of allocation and use of multiuse equipment • All staff be educated on cleaning product and measures – as all staff do cleaning – or should be. 	
10	Review of Repatriation: <ul style="list-style-type: none"> • New admissions? Review admission algorithm Appendix E • Return from acute care (cases or non-cases) • Leaves 	

11	Review of Activities to be rescheduled: <ul style="list-style-type: none">• Any upcoming group events• Events/activities to be altered to reduce risk• Cleaning of equipment after each use• Activities to support isolated resident mental well-being	
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12	Communication and Education: <ul style="list-style-type: none">• Families have been notified and update plan• Media?• Health system partners have been notified• Visitor restrictions and challenges• Education to visitors as required• Signs posted on outside door• Visitor compliance	
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13	Other items to be addressed	
14	Next meeting date:	