

Facility Name:		Outbreak #:																
LTCH/Rhome Respiratory Outbreak Management Checklist			Date Initiated yyyy/mm/dd															
<b>1. Development of working case definition</b> <ul style="list-style-type: none"> <li>Any staff or resident working/residing at: _____ and Unit(s) _____ if not facility wide with symptoms of an acute respiratory infection on or after _____; or any lab confirmed case.</li> </ul>																		
<b>2. Line list is provided to the Simcoe Muskoka District Health Unit (SMDHU)</b> <ul style="list-style-type: none"> <li><a href="#">Line list</a> to be <a href="#">uploaded</a> or faxed to health unit (705-733-7738).</li> <li>Symptomatic residents placed on additional precautions and tested.</li> <li>Residents and staff are to be documented on separate line lists.</li> </ul>																		
<b>3. Notifications, communication, and signage</b> <ul style="list-style-type: none"> <li>Communication to families, visitors, and community partners. Includes posting signage.</li> <li>Notify the Outbreak Management Team (OMT) and set up an initial OMT meeting. See Best Practices for the Prevention of Acute Respiratory Infection Transmission in All Health Care Settings, <a href="#">page 62</a>.</li> </ul>																		
<b>4. Report Influenza immunization rates for residents and staff at the time of initial notification (Required November 1 to March 31)</b> <table border="1" style="width: 100%;"> <thead> <tr> <th></th> <th>Staff</th> <th>Residents</th> </tr> </thead> <tbody> <tr> <td>Total # in Facility</td> <td></td> <td></td> </tr> <tr> <td>Total # in Facility Immunized</td> <td></td> <td></td> </tr> <tr> <td># on Outbreak Unit(s)</td> <td></td> <td></td> </tr> <tr> <td># on Outbreak Unit(s) Immunized</td> <td></td> <td></td> </tr> </tbody> </table>				Staff	Residents	Total # in Facility			Total # in Facility Immunized			# on Outbreak Unit(s)			# on Outbreak Unit(s) Immunized			
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<b>5. Influenza outbreak</b> <ul style="list-style-type: none"> <li>Administration and implementation of antivirals as recommended by the Medical Officer of Health (MOH) if applicable.</li> </ul>																		
<b>6. Surveillance, screening, and exclusion</b> <ul style="list-style-type: none"> <li>Daily surveillance measures to monitor for symptomatic residents and staff.</li> <li>Residents/patients with any symptom(s) are immediately isolated and placed on additional precautions.</li> <li>Screening of all staff and visitors is recommended.</li> </ul>																		
<b>7. Implement general Infection Prevention and Control (IPAC) measures</b> <ul style="list-style-type: none"> <li>Ensure all supplies are readily available (ABHR, appropriate PPE, signage, etc.)</li> <li>Complete a Point of Care Risk Assessment (PCRA) for all direct resident/patient care.</li> <li>Implement Additional Precautions for symptomatic residents/patients.</li> <li>Masking is recommended for staff, residents, and visitors during respiratory outbreaks.</li> </ul>																		
<b>8. Close contacts</b> <ul style="list-style-type: none"> <li>Review recommendations from the Recommendation for Outbreak Prevention and Control in Institutions and Congregate Living Settings* for roommate and other close contacts.</li> </ul>																		
<b>9. Cohort care per unit</b> <ul style="list-style-type: none"> <li>Limit movement of staff/residents/visitors between affected and unaffected areas.</li> <li>Cohort staff to same unit for the duration of the outbreak (as best able).</li> <li>Cohort external agency staff to same unit for the duration of the outbreak (as best able).</li> <li>Within affected units, staff should be further subdivided to look after ill residents/patients while another set of staff look after well residents/patients.</li> <li>Residents should be cohorted based on status (infected or exposed and potentially incubating) for all non-essential activities including communal dining, organized events and social gatherings.</li> <li>See PHO <a href="#">Cohorting in Respiratory Virus Outbreaks</a> for further recommendations.</li> </ul>																		
<b>10. Activities</b> <ul style="list-style-type: none"> <li>Wherever possible, continuing small group activities for exposed cohorts (for those not on additional precautions) is recommended to support resident mental health and wellbeing.</li> </ul>																		
<b>11. Enhanced and appropriate environmental cleaning and disinfection during outbreak</b> <ul style="list-style-type: none"> <li>Increased frequency of cleaning and disinfecting of high touch surfaces. Minimum of twice daily.</li> </ul>																		

12.	<b>Transfers, discharges, appointments, and admissions should be done in consultation with SMDHU</b> <ul style="list-style-type: none"> <li>• Notify SMDHU when resident movement is anticipated/planned.</li> </ul>	
13.	<b>Testing</b> <ul style="list-style-type: none"> <li>• The first four resident samples will be tested using Multiplex Respiratory Virus Testing (MRVP). Subsequent samples will be tested with FLUVID panel.</li> <li>• During influenza season the first four samples will receive rapid influenza testing if SMDHU courier takes samples directly to PHOL Lab (speak with Facility Liaison regarding courier).</li> <li>• Respiratory kits can be ordered from Public Health Ontario, <a href="#">Kit and Test Ordering Instructions Webpage</a>.</li> <li>• Number of respiratory OB kits on site                      Expired?                      Yes                      No</li> </ul>	
14.	<b>Auditing</b> <ul style="list-style-type: none"> <li>• IPAC practices such as PPE donning/doffing; hand hygiene; environmental cleaning; and appropriate use of face coverings should be audited frequently on affected units/floors during an outbreak to identify gaps/potential transmission risk.</li> <li>• IPAC Self-Assessment audits are to increase from quarterly to weekly during an outbreak and be documented for review.</li> <li>• <a href="#">IPAC Self-Assessment Audit for Long-Term Care and Retirement</a></li> </ul>	
<b>Form Completion by Facility</b>  Name:  Position:  Date Submitted:		