

GPLC GUIDELINES FOR COVID-19 RESPONSE

1. DEFINITIONS

Direct Contact

Direct contact situations include those where an employee/child has had:

- Direct physical contact with a person or persons with a confirmed case of COVID-19 (person to person touch, contact with bodily fluids)
- Unprotected (no mask or PPE) (< 2 meter) prolonged (>15 minutes) face to face contact with a confirmed case of COVID-19 (see WHO reference below)
- Provided direct care for someone with a confirmed case of COVID-19 without proper PPE (for example N95 mask, face shield or eye protection, rigorous sanitary measures – NOTE: cloth masks are not considered PPE)

Indirect Contact

Indirect contact are other situations where an employee/child has not had direct contact with another person but may have been exposed to the virus by exposure to infectious respiratory droplets temporarily suspended in the air or contact with surfaces or objects contaminated by such droplets followed by touching their face eyes, nose or mouth with contaminated hands.

- Has a household member or others who have confirmed COVID-19 but without direct contact (above)
- Attended public transport, venue or event where COVID-19 exposures have been noted and exposure is possible (bars, public transport)
- Travelled on public transport to areas outside Manitoba where travel restrictions and self-isolation requirements may apply

2. CONTROL MEASURES (as of November 2020)

GPLC has implemented a variety of measures to prevent workplace exposures and to manage outbreak risks should exposures occur.

Expected Behaviors

- Direction for persons with COVID-19 like symptoms to avoid attending the centre
- Signage and other written communications on safety measures and expectations for employees, families and others in the building
- Accurate attendance records for children and staff to aid with contact tracing

Workplace Hygiene

- Mandatory mask use to prevent droplet spread as well as touching of mouth and nose
 - Medical masks for all employees

- Mandatory non-medical masks for grade 4 and up
- Encouraged non-medical masks for grade 3 and below
- Increased handwashing and sanitizing opportunities
- Additional cleaning and disinfection of common areas and touch points

Personal Protective Equipment

- Mandatory PPE (medical masks) for all employees

3. ASSESS THE RISK

In order to make reasonable decisions and react appropriately, we need to collect sufficient information to help determine:

1. Advice they have been given by health authorities or medical professionals.
2. The potential risk the employee or child has contracted COVID-19 and when they might have become contagious.
3. The degree to which they may have exposed others in the daycare or otherwise contaminated the daycare leading to potential secondary exposures. This can be considered as a function of time at the centre, areas they have worked in or moved through, and the people they have interacted with and what levels of protection were in place during those interactions.

Information to Collect from the Potentially Infected Person (PIP)

- Name of the PIP and verify current home telephone contact information
- What is the PIP's daycare location and role in terms of movement in a facility, tools or equipment used, and in-person interactions with others?
- Does the PIP have symptoms or not at this time – if symptoms present, when did they start?
- When and how was the PIP advised of the possible exposure?
- When did the possible exposure take place?
- How much time transpired between the possible exposure and the PIP learning about it? Was the PIP at daycare during this time?
- What details can the PIP provide with regard to the possible exposure?
- During this time at the daycare, did the PIP follow daycare guidelines for mask use, handwashing, etc.? If there were any exceptions, please note them (i.e. an employee wore their mask most of the time but did have lunch with some coworkers without social distancing).
- Has the PIP been tested for COVID-19? If so, please request the PIP share the results as soon as they receive them.
- What advice has the PIP been given by the health authority or other medical professional?

4. SCENARIO GUIDELINES

The director should evaluate the risk, classify the scenario, and implement the actions below.

** Note each scenario in the table below is for a person's current status. The person's status may evolve depending on test results or further potential exposures in a household or group.*

Individual's Status*	Actions
<p>Symptomatic – Known Condition</p> <p><i>Employee/child has some expected COVID-19-like symptoms attributed to other medical conditions (i.e. allergies, medications, emphysema, etc.).</i></p>	<p>Risk to Daycare - Low</p> <ul style="list-style-type: none"> • Reinforce exposure precautions with person (Section 4) • Reinforce need to self-monitor for changes that could indicate an infection and to report, stay at home as necessary • Doctor's note or URIS may be required
<p>No Symptoms - Indirect Contact</p> <p><i>Employee/child has no symptoms but has disclosed a potential indirect COVID-19 exposure scenario.</i></p>	<p>Risk to Daycare - Varies (Scenario Influenced)</p> <ul style="list-style-type: none"> • Assess the risk associated with the indirect contact situation. Then, <ul style="list-style-type: none"> Either (Low Risk) • Reinforce exposure precautions with the PIP (Section 4) • Maintain communication with the PIP with regard to appearance of symptoms or further exposures and actions to take <ul style="list-style-type: none"> Or (Moderate to High Risk) • PIP to contact Health Links/medical doctor for guidance. PIP may be required to remain at home or is sent home based on guidance from medical doctor/health links • PIP required to follow public health instruction • As a precaution, perform extra cleaning and disinfecting of impacted daycare space
<p>Symptomatic – No Contact</p> <p><i>Employee/child has some COVID-19-like symptoms but through personal precautions should have little to no community exposure to COVID-19.</i></p>	<p>Risk to Daycare - Low to Moderate</p> <ul style="list-style-type: none"> • PIP to contact Health Links/medical doctor for guidance or utilize online screening tool • PIP required to follow public health or medical doctor instruction

Individual's Status*	Actions
<p>No Symptoms – Direct Contact <i>Employee/child has no symptoms but has disclosed a potential direct contact exposure scenario</i></p>	<p>Risk to Daycare - Moderate to High</p> <ul style="list-style-type: none"> PIP to contact Health Links/medical doctor for guidance. PIP may be required to remain at home or is sent home based on guidance from medical doctor/health links PIP required to follow public health instruction Advise other employees of potential exposure and to self-monitor for symptoms and actions to take if symptoms appear (<i>WS&H Right to Know</i>) As a precaution clean and disinfect impacted work environment
<p>Symptomatic – Indirect Contact <i>Employee/child has some COVID-19-like symptoms and disclosed a potential indirect COVID-19 exposure scenario.</i></p>	<p>Risk to Daycare - Moderate to High</p> <ul style="list-style-type: none"> PIP to contact Health Links/medical doctor for guidance PIP required to follow public health instruction Advise other employees of potential exposure and to self-monitor for symptoms and actions to take if symptoms appear (<i>WS&H Right to Know</i>) As a precaution, clean and disinfect impacted work environment
<p>Symptomatic – Direct Contact <i>Employee/child has some COVID-19-like symptoms and disclosed a potential direct contact COVID-19 exposure scenario.</i></p>	<p>Risk to Daycare - High</p> <ul style="list-style-type: none"> PIP to contact Health Links/medical doctor for guidance PIP required to follow public health instruction Advise other employees of potential exposure, remind of exposure precautions and to self-monitor for symptoms and actions to take if symptoms appear (<i>WS&H Right to Know</i>) Evaluate possible daycare exposures, including temporary closure and secure impacted work environment Perform extra cleaning and disinfecting of impacted daycare space
<p>COVID-19 confirmed through testing (whether employee/child is either symptomatic or asymptomatic)</p>	<p>Risk to Daycare - High</p> <ul style="list-style-type: none"> Employee/child to remain at home, as well as siblings Employee/child's parent to contact Health Link/medical doctor for guidance Employee/child required to follow public health instructions

Individual's Status*	Actions
	<ul style="list-style-type: none"> • Follow directions from Health Authority on exposure precautions and contact tracing/testing • Advise other employees of potential exposure, remind of exposure precautions and to self-monitor for symptoms and actions to take if symptoms appear (<i>WS&H Right to Know</i>) • Directions from public health could include, evaluate possible workplace exposures; temporary close and secure impacted work environment • Perform extra cleaning and disinfecting of impacted daycare space
<p>COVID-19 test negative (employee/child has recovered from COVID-19), or has self-isolated for 14 days and is no longer symptomatic</p>	<p>Risk to Daycare - Low</p> <ul style="list-style-type: none"> • Following guidance from public health, employee/child may return to the daycare

5. REFERENCES

- Province of Manitoba: [COVID-19 Novel Coronavirus: Key Responsibilities of Employees, Managers and Employers](#)
- CDC: [What to Do If You Are Sick](#)
- University of Texas, MD Anderson Centre: [What counts as COVID-19 19 exposure?](#)
- CDC: [Contact Tracing for COVID-19-10](#)