

COVID-19 Update

Date: March 18, 2020

To: Everyone at HHS

From: Dr. Wes Stephen, EVP Clinical Operations and Chief Operating Officer
Dr. Michael Stacey, EVP Academic and Chief Medical Executive

Subject: **Update: Returning to work after travel and/or illness, and working during pregnancy**

We are strengthening our approach to self-isolation beyond what Ontario currently requires and aligning with federal directive. Our primary goal is to contain the spread of COVID-19 and to ensure that we maintain an active workforce to treat patients who need urgent and emergency care. To support this goal, the following measures regarding staff, physician and resident travel and COVID-related absences are effective immediately:

Working after travel

Staff, physicians and residents returning from travel outside Canada and who are:

SYMPTOMATIC

- **Do not return to work. Stay home and self isolate**
- Contact your local Public Health unit.
- Report to Employee Health Services (EHS) at COVIDFORMS@HHSC.CA or ext. 42200
- Follow the direction provided by PH and EHS regarding COVID-19 testing, monitoring, and planning your return to work.
- Notify your manager/director/chief of your situation.

ASYMPTOMATIC

Non-essential/able to be replaced staff, physicians and residents:

- Stay home and self-isolate for 14 days.
 - Report your travel to Employee Health Services (EHS): COVIDFORMS@HHSC.CA or ext. 42200
 - Self-monitor your symptoms for 14 days as per EHS instructions.
 - Work from home, if possible and as discussed with your manager/director/chief.
 - Be prepared to be asked to come in to work, based on clinical demand.
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- If someone you live with has traveled but has no symptoms, return to work and self-monitor as above.
 - If your loved one becomes symptomatic, stay home and contact PH and EHS.

In extraordinary and urgent circumstances, IF you are deemed essential/not able to be replaced, you will be contacted by your manager/director/chief. This may apply to you if:

- Your role is operationally significant, and/or you have a unique skillset that cannot be replaced by other available staff.
- Staff/physician resourcing is scarce and additional staff are required to ensure safe delivery of patient care and service.
- These decisions are at the discretion of the director, manager, and/or chief.

If contacted:

- Return to work as per your usual schedule.
- Report your return to work to EHS: COVIDFORMS@HHSC.CA or ext. 42200
- Self-monitor your symptoms for 14 days as per EHS instructions.
- You must wear a mask upon return to work.
- *If you develop symptoms*, do not come to work. Report to your Public Health Unit and EHS. Follow PH/EHS directions regarding COVID-19 testing, monitoring, and planning your return to work. Notify your manager/director/chief of your situation.

This protocol will be continually monitored and is subject to change as the situation evolves.

Pregnancy

- Staff and doctors who are pregnant are expected to work with COVID-19 patients.
 - There is no evidence that pregnant individuals or the fetus are at higher risk of complications
- Pregnant postgrad learners have been directed by their academic institution not to have contact with suspected/confirmed COVID-19 patients.

Returning to work after COVID-19

- To follow Public Health's current clearance protocol for returning to work after suspected/confirmed COVID-19, staff, doctors, and learners must:
 - Be asymptomatic
 - Have 2 negative nasopharyngeal swabs at least 24 hours apart
 - Notify EHS of your return to work at COVIDFORMS@HHSC.CA or ext 42200
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