



DATE: _____
TO: _____
FROM: Infection Prevention & Control (IPAC)
RE: COVID-19 Outbreak Notification

Outbreak Number: _____

Outbreak Organism: COVID-19

Facility and Unit: _____

Date Outbreak Declared: _____

Case Definition: Laboratory confirmed COVID-19 where transmission occurred or cannot be excluded in the acute health care facility during a specified time period

of positive staff: _____

of positive patients: _____

Outbreak Measures:

- Place all patients who are lab confirmed, symptomatic or those deemed close contacts on Droplet/Contact Plus precautions
- Continuous mask and eye protection (face shield or goggles) required for all staff providing direct care or anticipating contact with any patients on the outbreak unit (regardless of whether the patient is on precautions)
- Outbreak unit is closed to new admissions and transfers or as per Medical Health Officer/designate
- If inter-facility or intra-facility transfer is required, advise EMS and/or receiving department/facility:
 - Patient coming from a COVID-19 outbreak unit (If admitted to another facility, advise if patient is COVID-19 positive (case), symptomatic and undiagnosed or a close contact)
 - Maintain [Droplet/Contact Plus](#) precautions during transport
 - If the patient will tolerate a mask, have them wear one

Note: These measures apply to all patients leaving the outbreak unit, including those patients not currently on precautions

- Discharges may still be permitted as per MHO/designate
- If a patient is ready for discharge back to the community, consult with Public Health/designate for direction on whether they need to self-isolate or self-monitor. Patients will be provided with the appropriate information sheets prior to discharge

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- Requests for discharge to Long Term Care/Personal Care Home must be discussed with the MHO/designate (Refer to [COVID-19 Testing-Move-in to LTC or Personal Care Home from Acute Care or LTC](#))
- Family presence moved to Level 3 (restricted to end of life only). Those permitted to enter the facility must be screened as per SHA facility screening guidelines
- Nursing staff on the outbreak unit are cohorted to that unit starting on the date the outbreak was declared
- Staff who has worked on the outbreak unit cannot work on another unit until 14 days after their last shift or until the outbreak is declared over (whichever is earlier), unless directed otherwise
- If support service staff cannot be dedicated to the outbreak unit the person should go to the outbreak unit last
- Ensure physical distancing protocols are followed in all staff break rooms, lounges and lunch room areas
- Staff testing will be directed by the Medical Health Officer/designate
- Please refer to [COVID-19 Outbreak Guidance for Acute Care Facilities](#) and/or [IPAC Outbreak Response Checklist for Acute Care Facilities](#) for further information and direction (found under Infection Prevention and Control → Outbreaks)

Please call the Infection Prevention and Control Department/designate with questions at:
