

COVID-19 Resources for TLR

TLR Train the Trainer and Trainer Re-certification

Effective July 1, 2020



We continue to recognize that extraordinary times call for adjustments to approach. This contingency plan will be regularly re-evaluated.

USE SPLIT CLASSROOM* approach: hands on training for review of trainer competencies as follows:

TLR instructor:

- ensures availability of PPE **prior** to scheduling/confirming a TLR TTT or trainer recertification session
- completes all TLR online Modules for full understanding of online education content

TLR Trainer to be recertified:

- completes all TLR online Modules **prior** to attending TLR trainer recertification session (5 hour +/- classroom session facilitated by a SASWH approved and current TLR Instructor)

TLR Train the Trainer candidate:

- completes all TLR online Modules **prior** to attending TLR TTT (3 days maximum classroom session facilitated by a SASWH approved and current TLR Instructor)

For all classroom sessions:

- Employee to be re-screened for COVID risk prior to attendance (each day for TTT)
- Room size crucial and will determine group size staying within program guidelines for trainer to instructor ratio (see *Preparation***) – where previously we wanted arm span distance between participants, we now need 2 meters. Scope groups accordingly
- Training PPE* only for any contact and demonstrations – procedure mask

***Split Classroom** - online education (complete course) followed by facilitated classroom Train the Trainer or Recertification to achieve competencies with teaching TLR.

Current public health order regarding cohorting of care staff remains in effect and applies to trainers as well as learners.

Delay classroom training if:

- the facility where training is occurring is in outbreak
- SHA Director of Patient and Staff Safety alerts to a PPE shortage

Safety modification of the training environment

PREPARATION

- Prescreen for risk and symptoms to ensure participants and instructor are able to attend the day/s of training
- Prepare training room to hold only required amount of people that will be attending, allowing for physical distancing

- Ensure sufficient procedure masks and hand sanitizer or access to handwashing station
- **Limit amount of participants** appropriate for room space to accommodate physical distancing of 2 meters for theory/discussion and **not** exceeding the program ratio of instructor to participants. To be clear, ability to maintain physical distance of 2 meters supersedes the maximum allowed by the public order. For example: if the program ratios and room size only allows for 6 participants plus the instructor with adequate physical distancing, you **cannot go over that** despite the maximums for gatherings set by the Government of Saskatchewan - <https://www.saskatchewan.ca/government/health-care-administration-and-provider-resources/treatment-procedures-and-guidelines/emerging-public-health-issues/2019-novel-coronavirus/re-open-saskatchewan-plan/phases-of-re-open-saskatchewan>
- Do not use patient care areas for training provision; use alternate entrances closer to conference rooms if available
- Restrict unnecessary travel through patient care areas
- Wash any surfaces that will be used prior to the start of the day
- Arrange chairs in a manner that allows for physical distancing
- Consider painter's tape on floor to indicate required individual space
- Clean all equipment prior to use with approved cleaner

DURING SESSION

- Handwashing before entering the room, before exiting the room, and before and after practice or procedures
- Reminder to avoid touching your face, nose, or mouth with unwashed hands
- Apply principle of continuous masking during the classroom session
- Participants instructed to not move chairs to be closer to one another
- Participants can be given their own resource if required (e.g., manual, power point presentation printed out)
- No eating in training room during education session or during breaks
- Wash surfaces being used several times throughout the day

HANDS-ON/CLOSE CONTACT PRACTICE

- Participants and instructor use alcohol based hand rub prior to performing a hands-on procedure
- Educator to show the participant how to perform procedure and then allow the participant to attempt procedure at appropriate physical distance recommendation of 2 meters
- Limit contact to absolute minimum
- Clean equipment between participants

Any equipment/resources that cannot be cleaned between participants should not be reused or passed around for participants to handle.

AFTER SESSION

- Wash down surfaces that were in use
- Ask the local manager to arrange an additional clean to the room at the end of the day, if possible
- Assign person to be in charge of cleaning items before they are put away to reduce the risk of contamination to storage containers, other supplies
- If training session is the end of shift, conduct temperature monitoring

SUPPLIES

- Kleenex
- Isagel or alcohol based hand rub
- Accel wipes or approved cleaner for equipment
- PPE – Procedure Masks only
- Any equipment for teaching

**Recertification of Trainers
will be granted a 180 day extension from the expiry date of certification.**