

Respiratory outbreak control measures

Long-term Care Home/Retirement Home Roles and Responsibilities

Surveillance:

- Identify ill/symptomatic residents.
- Start a line list as soon as any residents have respiratory symptoms.
- Complete a separate line list for symptomatic staff.

Reporting requirements:

- Contact Public Health Sudbury & Districts, Clinical Services Division at 705.690.1939 to report the outbreak.
- Complete the preliminary report of an institutional outbreak form and fax to 705.677.9618.
- After hours and weekends call 705.688.4366 to page the on-call staff to report the suspected outbreak.
- Obtain an outbreak number from Public Health Sudbury & Districts.
- Fax the line list to the public health nurse at 705.677.9618.
- Line lists must be faxed daily by 10 a.m. for the duration of the outbreak.
- Fax any additions or changes to the line listing promptly and notify the public health nurse by phone of the updated line list being faxed.
- Consult with the public health nurse re: collecting nasopharyngeal swabs (NP swabs) and infection control measures
- Notify your facility's Director, Outbreak Management Team and staff about the outbreak and review all infection control measures implemented.
- Notify the coroner and Public Health Sudbury & Districts of any deaths that occur during the outbreak.

Infection control measures for heightened surveillance or declared outbreak: (additional recommendations may be required in consultation with Public Health)

- Isolate and cohort symptomatic residents.
- Obtain NP swabs as recommended by Public Health Sudbury & Districts.
- Ill staff should not be permitted to work.
- Post appropriate signage at each entrance to the facility once the outbreak is declared.
- Ensure alcohol-based hand rub is available at each entrance for visitor use.
- Implement droplet/contact precautions and ensure that adequate supplies of personal protective equipment (PPE) are available for use by any staff or family members providing care.
- Increase frequency of environmental cleaning, especially commonly touched surfaces.
- Reinforce diligence in hand washing and use of alcohol-based hand rub for staff, visitors and residents.
- Symptomatic residents should receive tray meal service in their room.
- Ill visitors should not enter the facility.

*The purpose of this checklist is to provide a quick reference only. Please refer to your facility's policies and procedures and the MOHLTC guidance documents during an outbreak and contact Public Health Sudbury & Districts for further information.