Case Definition: Clients or staff presenting with any one symptom of influenza-like illness (e.g. fever, new or worse cough, new or worse shortness of breath, runny nose, sore throat), with or without lab confirmation, following an isolation of a single lab-confirmed COVID-19 case anywhere in the Apotex.

SURVEILLANCE
1. A single, lab-confirmed case of COVID-19 in a resident or staff member is considered an outbreak;
2. New clients and staff presenting with any one symptom of influenza-like illness (ILI) will be tested for COVID-19;
3. IPAC in collaboration with nursing staff and MRPs will be conducting active surveillance of clients twice daily, including temperature checks;
4. OHS will be conducting active surveillance and testing of staff in the Apotex;
5. OHS will follow up on the unit staff that need to self-isolate based on exposure risk;

SIGNAGE
1. Special Droplet/Contact Precautions signs will be posted on the doors of all cases presenting with any one symptom of ILI;
2. All clients on Special Droplet/Contact Precautions will be tested for COVID-19 and line-listed;
3. Respiratory Outbreak signs shall be posted on the doors of all Apotex units. Doors to all units must remain shut for the duration of outbreak;

ADDITIONAL PRECAUTIONS & PPE
1. All client-facing staff must continuously wear masks while in client care areas;
2. Masks should only be removed for eating/drinking, and during this time, staff must maintain a physical distancing (min. 2m) and use hand hygiene after touching the mask;
3. All clients meeting case definition will be managed on Special Droplet & Contact Precautions;
4. Isolation carts/caddies will be stocked with procedure masks, face shields, gloves and gowns;
5. Trained staff will use ‘buddy system’ for donning and doffing of PPE;
6. Disinfectant wipes will be placed inside the room and on the isolation cart/caddy;

ACCOMMODATION, COHORTING & ROOM RESTRICTIONS
1. Whenever possible, all clients in the Apotex will be encouraged to be restricted to their rooms;
2. Community leaves of absence are NOT permitted;
3. Client communal gathering spaces (e.g. TV lounge) are closed;
4. Dining routine will follow the current format with social distancing in place;
DEDICATED EQUIPMENT
1. When possible, all of the mobile equipment in the rooms of residents on Special Droplet/Contact Precautions must be dedicated to those rooms;
2. Mobile equipment that cannot be dedicated (e.g. personal stethoscopes) must be thoroughly wiped with disinfectant wipes and/or alcohol-based hand rub before taken out of the room;

CARE DELIVERY
1. Number of entries into the rooms of clients on Special Droplet/Contact Precautions must be kept to a minimum;
2. When possible, nursing and medical staff will use ‘clustered care’ for clients on Special Droplet/Contact Precautions;
3. Entry log will be used by staff for all rooms on Special Droplet/Contact Precautions (1 log entry per shift) on the affected unit/pod;

FOOD DELIVERY, APPOINTMENTS & GROUP ACTIVITIES
1. Food for the clients on Special Droplet/Contact Precautions will be delivered by F&NS staff to the units on reusable trays → moved onto disposable trays with disposable utensils → and delivered to the clients by the nursing staff;
2. Urgent medical appointments (e.g. ENT, trach changes) are at the discretion of MRPs. Transport personnel and the receiving facility must be notified;
3. If approved, urgent medical appointments should be scheduled at the end of the day, when possible;
4. For residents that leave Apotex for an out-patient appointment, the unit must provide a mask for resident to wear while out. The resident must be screened upon return;
5. All group activities across Apotex are discontinued;
6. Designated Therapeutic Recreationists will conduct essential 1:1 activities and facilitate virtual visits;

ADMISSIONS, RE-ADMISSIONS, TRANSFERS, AND LEAVES OF ABSENCE (LOA)
1. Apotex is closed to new admissions for the duration of the outbreak;
2. No re-admissions of residents until the outbreak is over;
3. If residents are taken by family out of the home, they may not be readmitted until the outbreak is over;
4. Apotex residents wishing to be repatriated into their community homes may do so. Families must be informed of the potential risk of transmission;
5. Leaves of absence are not permitted. Residents wishing to go on the leave of absence must be told to remain on the home’s property and maintain safe social distancing;
6. Inter-facility transfers will be coordinated through Toronto Public Health. The receiving facility shall be notified;

STAFF
1. Staff who have tested positive and symptomatic cannot attend work;
2. Staff who have tested positive must be cleared by OHS prior to returning to work;
3. Apotex staff and physicians do NOT need to restrict their activities between the floors of Apotex;
4. When needed, Apotex will use staff cohorting to prevent the spread of COVID-19 – i.e. designating staff to work with either ill residents or well residents;
5. Ill staff members are not permitted as per active screening. They must notify OH&S and are excluded from work until cleared by OH&S;
6. If staff develop symptoms while at work, they must notify OHS and stay off work;
7. Staff shall limit communal gathering (e.g. in the staff lounge) and observe social distancing principles;
8. Nursing and ancillary staff are encouraged to change their scrubs prior to returning home;

PRIVATE COMPANIONS, STUDENTS, VOLUNTEERS, VISITORS
1. Private companions are allowed on all Apotex units;
2. Only ‘essential visitors’ are allowed on Baycrest premises;
3. Essential visitors to the residents on Special Droplet/Contact Precautions must be informed of the risk. When visiting, they must wear all appropriate PPE & log in on the log entry sheet;
4. Students and volunteers are not allowed in Apotex;

WASTE DISPOSAL & TERMINAL CLEANING
1. Trained and supported EVS personnel will perform enhanced cleaning and disinfection in the rooms of line-listed clients and public areas;
2. Nursing staff will double-bag garbage and linen hampers for pickup by EVS staff in the hallway;
3. Upon discontinuation of Special Droplet/Contact Precautions, EVS personnel will perform a supervised 2-stage terminal cleaning and complete the checklist;

REPORTING
1. COVID-19 is a reportable communicable illness. All cases will be reported to Toronto Public Health;
2. COVID-19 outbreak in the Apotex JHA will be reported to the MoHLTC, as per usual.

DISCONTINUATION OF PRECAUTIONS
1. Discontinuation of precautions for the line-listed cases will be conditional upon the results of their lab testing and will be determined in consultation with Toronto Public Health;
2. Declaring outbreak over will be determined in consultation with Toronto Public Health.