

## Building a Ready and Resilient Health System: Ebola Step-Down and Provincial Baseline Requirements for Infection Disease Threats

# Appendix C – Primary Care Organizations Checklist

July 18, 2016

The information below identifies the baseline requirement actions to support infectious disease threat readiness:

### Organizational Risk Assessment (ORA)

- ORA conducted in consultation with the Joint Health and Safety Committee, Health and Safety Representatives (if any), occupational health & safety team, and the infection prevention & control team to assess the risk of infectious disease threat exposure
- ORA conducted on an annual basis and re-evaluated with an action plan when appropriate

### Elimination

- Risks eliminated where possible

### Engineering Controls

- Suitable structural barriers to protect HCWs (e.g., clinical settings) (if applicable)

### Administrative Controls

- education and training (see below for further baseline actions)
- how to complete a point-of-care risk assessment
- cleaning and disinfection
- donning and doffing personal protective equipment (PPE)
- waste management and use of biomedical containers
- passive screening signage (languages appropriate for the organization)

- active screening (to be activated based on local or provincial direction)
- isolation (must be able to isolate a patient in a private room or area based on the ORA)
- reporting (e.g., to meet requirements under the Health Protection and Promotion Act and Occupational Health and Safety Act (OHSA))

### **PPE**

- PPE for the primary care setting selected based on the results of the ORA, the environmental working conditions, and the presence/effectiveness of engineering and administrative controls
- a PPE stockpile maintained and availability of PPE ensured at the point-of-care at all times

### **Education and Training**

- based on the outcomes of the ORA
- HCWs at heightened risk of exposure to infectious disease threats identified, their education and training needs prioritized and training provided at regular intervals
- training on:
  - symptoms and mode of transmission for infectious diseases
  - use of routine practices and additional precautions (RPAP)
  - process to screen patients
- processes and results of education and training programs documented