

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

Appendix D – Public Health Unit 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 public health workers (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
- reporting (e.g., to meet requirements under the Health Protection and Promotion Act and Occupational Health and Safety Act (OHSA))

- processes to monitor returning travellers from affected regions (based on provincial direction), help arrange transport for symptomatic persons to a treatment or testing hospital, and assess whether a suspect patient requires testing

PPE

- PPE for the organization 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
- processes and results of education and training programs documented