

Communicable Disease Prevention Plan

This Communicable Disease Plan is designed to promote the health and safety of Fraser Valley Child Development Centre (FVDC) staff and clients to reduce the risk and/or prevent the spread of communicable diseases and the appropriate steps in the event of a communicable disease outbreak. **A communicable disease is an illness caused by an infectious agent or its toxic product that can be transmitted in a workplace from one person to another.** Examples of communicable disease include COVID-19, norovirus and seasonal influenza.

FVDC communicable disease prevention, mitigation, and response activities are guided by the Communicable Disease Safety Plan and is monitored by the Occupational Health & Safety Committee following WorkSafeBC Requirements.

This plan take effect **September 7 (gradual start)** and replaces the existing FVDC COVID-19 plan.

Preventing communicable disease involves taking ongoing measures to reduce the risk of communicable disease transmission in the workplace. It also involves implementing additional measures when advised to do so by Public Health during periods of elevated risk. An administrative support person is designated to monitor and review communicable disease-related information issued by the provincial or regional health officer.

Ongoing Prevention Measures

It is important to limit the spread of a communicable disease before it has the potential to cause serious illness/disease by implementing the following measures:

Supporting staff and clients to stay home when sick

- Staff are to stay home and **not remain in the workplace** if they are sick and/or are experiencing any flu like symptoms such as fever, coughing or shortness of breath. Staff are not expected to work from home when sick but may do so if they feel well enough and choose to do so.
- Staff who are diagnosed with or believe they have COVID-19 or any communicable disease will:
 - Contact 811 for advice or seek medical attention if necessary
 - Inform their supervisor and relay any pertinent information as directed by your healthcare provider
 - Not return to work the workplace until advised to do so by your healthcare provider or all symptoms have cleared
 - Supervisors to notify HR of any suspected or confirmed cases of COVID-19 or any communicable disease
- When booking appointments, staff are to remind clients to cancel their appointment if anyone in their household is sick or experiencing flu-like symptoms.
- Signage will remain posted on all entryways reminding clients not to enter if they are experiencing symptoms above

Promoting hand washing & hygiene practices

- Washing hands regularly, or using hand sanitizer if handwashing facilities are not available, is one of the most effective ways to minimize the spread of communicable disease. FVDCDC will continue to supply hand sanitizer for all entry ways, public areas and for staff to keep in their car for offsite visits.
- Use proper cough/sneeze etiquette. Covering your mouth and nose when sneezing or coughing will also help reduce the spread of germs.
- Practice a healthy lifestyle; exercise, eat a balanced diet, and get sufficient sleep.
- Follow universal precautions when working with blood borne pathogens (as per FVDCDC Policy V111.17).

Routine Cleaning

- The FVDCDC is committed to maintaining a clean environment for staff and clients of the Centre through routine cleaning practices that will be enhanced during periods of elevated risk.
- Custodial staff will follow regular cleaning protocols with additional focus on high traffic areas
- Centre aides will complete a once per day high touch sanitizing in common areas (entrances, lunch room, bathrooms)
- Service delivery staff are responsible for ensuring that therapy space, as well as any toys or equipment used in the session, have been cleaned and disinfected after use. If available a Center-Aide must be booked if support is required.
- Individual work or office areas are not required to have surfaces or shared equipment disinfected after each use.

Building Ventilation (HVAC)

- Ensuring FVDCDC building ventilation is adequate and that building heating, ventilation and air conditioning (HVAC) systems are maintained in accordance with WorkSafeBC requirements.

Supporting Vaccination

- Getting vaccinated is the most important tool supporting the BC Restart Plan.
- FVDCDC encourages all staff to receive their vaccination for COVID-19 and other vaccine preventable conditions.
- Staff members are entitled to use paid sick leave to be vaccinated against COVID-19.
- FVDCDC will continue to arrange in house Flu-shot clinics seasonally

Additional Measures – Responding to Elevated Risk

- The level of risk of certain communicable diseases, including COVID-19, may increase from time to time or on a seasonal basis. This may occur at a local or regional level, or within the workplace.
- In addition to maintaining the ongoing measures above, the FVDCDC will continue to monitor public health information and be responsive to any further directives which could include a reinstatement, in whole or in part, to the FVDCDC COVID-19 Safety Plan.

- Any changes to prevention measures during periods of elevated risk will be communicated to FVDCD staff and stakeholders.

Communication

- The FVDCD Communicable Disease Prevention Plan will be posted on the FVDCD staff intranet and FVDCD website as well as distributed to all staff via email.
- Supervisors are responsible to ensure that everyone on their team has reviewed and understand the plan.
- Measures will be reinforced through signage throughout the workplace and posted on the intranet, our website and social media.

Monitoring

- This plan will be monitored by the Joint Occupational Health & Safety Committee (JOH&S).
- Ensuring ongoing prevention measures are being followed is the responsibility of the FVDCD Leadership Team as well as the JOH&S Committee and as part of regular building inspections.
- Staff members should report any health and safety concerns to a JOH&S Committee member.