

Covid-19 Staff Information

Northwood and Shoreham Village are activating their pandemic plan to prepare for and respond to the Virus COVID – 19. There are no identified cases of COVID – 19 in Nova Scotia to date, however there continues to be Influenza activity in the community.

Working in a health care environment, we are aware of the risks associated with coming to work while experiencing active respiratory symptoms especially given that COVID – 19 virus because it is new and there is neither vaccine nor medical treatment available to support at-risk groups such as the elderly.

Out of Country Travel:

Staff who have travelled outside of Canada are to be screened via telephone as follows, prior to returning to work. Do not come to the offices.

Time Frame	Contact
Monday-Friday 8 am – 4 pm	Kathleen Gentile- Occupational Health Nurse (902) 454-3354
After Regular Business Hours	Halifax-Facility Supervisors Bedford- Responsibility Nurse Homecare- On-Call Supervisor Shoreham Village- Charge Nurse Corporate- Contact your Manager prior to travel

Staff Compensation:

Staff who have been screened and then restricted from attending work, can be paid from accumulated sick banks. In the absence of any accumulated sick benefits, staff may contact their Manager to access accumulated vacation or stat banks, if applicable. Alternately, staff may apply for Employment Insurance Sick Benefits. The federal government is waiving the one-week waiting period for employment insurance to assist workers and businesses affected by the Novel Coronavirus.

Staff Medical Documentation:

Staff are not required to provide sick notes following out-of-country travel. We will also not require medical documentation prior to returning to work after respiratory symptoms have resolved.

Communication:

Northwood will continue to be transparent with information and will work in collaboration with the Department of Health and Wellness and Public Health Services. Please make sure you have the Northwood Hub (Itacit) app on your phone (if applicable). The app can be download from the app store by searching My Itacit. Daily provincial updates are available at: <https://novascotia.ca/coronavirus/>

Infection Prevention:

Increased environmental disinfection should be implemented for frequently touched areas. If you use a shared work space, it is important to disinfect your work station frequently, especially between use, with a general disinfectant. Virox-like products are not required.

Personal Protective Equipment (PPE):

Inventory (masks, gowns, eye shields) levels are monitored daily and replenished. We have sufficient stock to respond to respiratory illnesses. Should an outbreak be identified, we will work with the Department of Health and Wellness to secure additional PPE if required. PPE is not required for tasks unrelated to direct client care.

PPE Training:

It is essential that PPE are put on and taken off correctly. An education session is available on the Hub and all staff are expected to complete the module. Reviewing proper hand hygiene technique is important for all staff as well. If you have any questions, please contact the Staff Educators.

Stress in Uncertain Times:

We are living in a complex world with change all around us. Naturally, this can make you feel uncertain or fearful about the present and future. Having people around you with whom you can share feelings, discuss problems and receive advice is an essential part of weathering life's storms. It's also important to reach out for help when you feel overwhelmed by a situation. If you wish to seek additional support, please contact your confidential EAP Program at **1-844-880-9142** or contact your Occupational Health Nurse.

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