



Dear LBHH&WR Employee,

As the COVID-19 situation continues to develop, this update has been amended to reflect the current approach to individuals required to self-isolate and/or self-monitor due to international travel. This notice is intended to explain your responsibilities as an Employee in order to prevent the spread of COVID-19.

Employees returning from international travel:

Any employees who have traveled to Iran, Italy or Hubei Province must self-isolate for 14 days upon return to Canada. This direction applies to all employees.

Due to the essential nature of health care services, and recognizing that healthcare staff have the education and training that allows them to safely provide care, healthcare workers who return from international travel after March 12, 2020 and who are not experiencing any symptoms of illness, should attend work, unless:

- directed by their employer to work from home,
- determined by their employer to be non-essential for the provision of safe patient care, or
- the work environment, as determined by the employer, has specific considerations that necessitate an enhanced level of caution.

Employees who return from travel outside Canada and who are essential to the delivery of patient care and required to return to the workplace must take additional precautions to reduce the risk to their patients, colleagues and the public, should they become symptomatic. Employees return from travel outside Canada should take the following additional precautions:

1. Self-monitor daily for signs and symptoms of illness;
2. Wear a surgical mask at all times and in all areas of your workplace;
3. Follow infection prevention and control protocols including diligent hand hygiene and the use of personal protective equipment when delivering patient care;
4. Reduce close contact with other health care workers and avoid shared spaces where possible;
5. Avoid close contact with others when travelling to and from work and between shifts; and
6. Self-isolate at home on days when not required at their workplace.

Exposure irrespective of travel:

Similarly, employees who are asymptomatic but believe they may have been exposed to COVID-19 should contact 8-1-1, their primary care provider, or local public health office, and follow direction given to them by those sources.

When may an employee be required to self-isolate?



Whether self-isolation is required is determined by a qualified medical practitioner, consistent with the current recommendations and guidelines of BC Provincial Health Officer, the BCCDC, and regional health authorities. At the time of writing, employees are required to self-isolate if:

1. They have traveled to Iran, Italy or Hubei province, China.
2. If they have returned from travel to any other international destination after March 12, 2020 and are not essential to the delivery of patient care.
3. They have had close contact with a case or presumptive case of COVID-19. This includes individuals caring for, living with, or who had close contact with the bodily fluids of a symptomatic case. It would also include those who were within two metres of a symptomatic case on a flight.
4. They are otherwise instructed to do so by a qualified medical practitioner.

Can an employee who has not travelled unilaterally decide to self-isolate?

No. Employees cannot absent themselves from work without approved leave. Should employees have concerns about COVID-19 exposure they are to advise their employer and contact 8-1-1, their primary care provider, or local public health authority and follow the instructions given.

What happens if a resident tests positive for COVID-19 and employees refuse to attend work?

If a resident tests positive for COVID-19 public health officials will be actively involved in managing the situation. Employees deemed by a qualified medical professional to be at risk will be provided instructions. Asymptomatic employees not instructed to self-isolate are expected to attend work. Employees are expected to take all appropriate precautions and follow the instruction of public health officials when caring for a resident with confirmed or presumptive COVID-19.

Cancellation of Leaves and Vacation:

Once vacation or a leave request has been scheduled, it will only be changed by mutual agreement. In light of recent events, employees who have vacation and other leave scheduled in the next sixty (60) days may request to cancel or postpone their time off. LBHH&WR will consider having these employees work / return to work on a case-by-case basis, depending on staffing requirements. It is likely that employees will be required to take their vacation but may be called in to work, by mutual agreement, if and when needed.

Please let me know if you have any questions.

I would like to thank everyone for their hard work and dedication.

Sincerely,

Loren Tisdelle, CPHR
Director, Human Resources