

May 8, 2020

## **Victoria Manor Committee of Management COVID-19 Update**

\*\*\*No confirmed cases of COVID-19 in the home\*\*\*

\*\*\*All COVID-19 resident test results are negative\*\*\*

### **1. Incident Management System In Place**

- a. Incident Commander – Pam
- b. Health & Safety Officer – Tina (Home infection control lead)
- c. Logistics/Planning Officer – Debbie/Holly
- d. Financial Officer – Suzy
- e. Operations Leads – Holly, Jen, Dawn, Dawna

### **2. Communication**

- a. Family Council – updates given weekly via email
- b. Residents Council – updates given weekly via meeting
- c. Team members have conference calls for updates @ 4:15 am, 10:30 am, 3:30 pm Monday, Wednesday and Friday
- d. Memo from COKL and Sienna edited and combined into 1 communication memo from the Executive Director – Information shared with all team members
- e. Daily update calls with Sienna at 1:00 pm Monday's, Wednesday's and Fridays
- f. Health and Safety Officer – calls with Public Health 3 times per week
- g. Working with COKL media and Sienna media to develop messaging when results arrive
- h. Call centre has been coordinated. The centre is able to mobilize in the event that the home receives an increased volume of calls.

### **3. COVID-19 Screening Protocol & Precautions**

- a. Residents were tested on Monday May 4, 2020. All resident results were negative
- b. Team members were tested on Monday May 4 and Tuesday May 5, 2020. Out of 187 tests, 138 are negative with 49 results pending at 9:00 am May 8, 2020
- c. Resident who tested negative for COVID-19 returned from hospital. Resident and roommate currently in 14 day isolation as per safeguard protocols.
- d. Resident screening assessments continue twice daily. All assessments are documented and monitored
- e. Residents who have been admitted to the hospital will be able to return to the home provided 1) the home is not in a COVID-19 outbreak; 2) the resident has been tested for COVID-19 at point of discharge, has a negative result and is transferred to the home within 24 hours of receiving the result.
- f. Team members continue to follow universal precautions and receive 1mask per shift.
- g. Education on donning and doffing of personal protective equipment continues to be completed.

- h. Coordinated window visits between residents and families will begin on Friday May 8, 2020 at 10:00 am.
  - i. With the anticipation of increased visits due to Mother's Day, we have hired a security company to work from 10 am to 8 pm on May 9<sup>th</sup> and 10<sup>th</sup> to ensure that social distancing and resident privacy is maintained.
- 4. Labour / Staffing
  - a. Active recruitment continues off site.
  - b. Staffing shortages are being supplemented by dietary and building services.
- 5. Supplies
  - a. Inventory of PPE sent to the MOH daily.
  - b. We do not anticipate any near-term shortages at this time.
- 6. Financials
  - a. To date, approximately \$43,900 has been spent for COVID-19 related expenses. \$32,100 spent on supplies; \$11,800 spent on staffing.
  - b. The Ministry of Health paid \$37,500 to the home on March 23, 2020
- 7. External Agencies
  - a. Nothing to report