# Bulletin #11: COVID-19

March 26, 2020



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#### **Reminder: Media Relations**

You are never obliged to speak with the media or have your photo taken by media; this aligns with our <u>Photography</u>, <u>Audio and Video Recording by Patients</u>, <u>Clients</u>, <u>Visitors</u>, <u>Employees</u>, <u>and Non-Employees Policy</u>.

All requests for information about Horizon by the media must be facilitated through the Communications and Community Relations department. If you are approached for comment by the media, please direct the inquiry to <a href="mailto:media@HorizonNB.ca">media@HorizonNB.ca</a> or call 1-877-499-1899.

The media relations policy is available here: HHN-CO-002.

## **New Poster: Maintaining Physical Distance**

A bilingual poster encouraging people to <u>maintain a distance of two</u> <u>metres</u> (six feet) from others is now available. You can download it, or any other COVID-19 poster from <u>Skyline</u>.

## Photography, Audio and Video Recording by Patients, Clients, Visitors, Employees, and Non-Employees

To protect the privacy of others, Horizon prohibits the use of recording devices without consent. That means: no photos, no videos, and no audio recordings without the consent of patients, clients, visitors, employees, and non-employees.

The requirement for consent also applies at our Community
Assessment Centres. We are asking patients and staff to avoid going
to our Community Assessment Centres, unless they have a legitimate
health-related or work-related reason to be there.

Posting information on social media about yourself or other patients could be an invasion of privacy.

Horizon is updating its website and social media channels with accurate information, and approved photos and videos to assist

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those interested in seeing what is happening in the health care environment.

Horizon's <u>social media policy</u> and <u>social media guidelines</u> can help you determine how to remain active on your social media channels while respecting Horizon's values, ethics, and policies.

For more information, please review policy <u>HHN-CO-009</u> or <u>click</u> here.

### **Additional SNB Scheduled Applications / Service Outages**

In addition to what was previously shared in <u>Bulletin #10e – COVID-19 – Scheduled Application Service Outages – Mar 24 2020</u>, an additional planned system interruption is scheduled for SharePoint on Saturday March 28, 2020 at midnight until 1 a.m. on Sunday.

During this time, SharePoint will be available in read-only mode.

# <u>Coming up on Horizon's social media: Behind the scenes –</u> an employee and physician COVID-19 Access Control Point

Yesterday there was a lot of interest in the lines forming at our entrances as staff waited to be screened in Moncton. We wanted to give people a look behind the scenes so they could check out what our staff experience when they come into work during the COVID-19 pandemic.

Watch for the short video later today on Horizon's social media channels.

We want to give a big shout out to everyone involved in this process across Horizon!

### **Blue Cross Rate Changes**

A new Employee Benefits At-A-Glance newsletter is available <a href="here">here</a> on the Vestcor website. It contains information about your Health and Dental plans, including a new rate category for couples (or 1 employee + 1 other dependent), rate changes and update to the Dental Fee Guide.

In response to the COVID-19 pandemic, GNB has reduced its operations to critical functions only until further notice. The following measures are in place to support employees during these times:

- The usual 31-day window to add/change your coverage is suspended until Government operations resume to normal.
- Your extended health benefits include services to support the mental health of you and your family members.
- EFAP services are available online 24-hours a day 365 days a week by calling at 1-866-721-1738 (to log in: Username: qnb; Password: inconfidence)

If you have any questions about your employee benefits, contact the Member Services team at 1-800-561-4012.

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# <u>Years of Service Celebrations and Retirement Luncheons – COVID-19 Changes</u>

The decision has been made to cancel the formal Years of Service celebrations and postpone the Retirement Luncheons that were planned to take place this spring.

All pendants will be sent to leaders in the spring and employees will be presented with their pendants in recognition of these important career milestones.

To celebrate this new chapter and rite of passage with our retirees, we are rescheduling the Retirement Luncheons to the fall to recognize their careers in a deserving way.

If you have any questions, please contact the Recognition Lead in your area or email <a href="mailto:engage@horizonnb.ca">engage@horizonnb.ca</a>.

#### **Community Donations**

There has been an overwhelming response from the community to recognize our staff and physicians in our response to COVID-19. Recognition has included requests to donate food, beverages, services including their time, and items to the organization.

These community requests will be vetted through the department of Volunteer Resources. All requests are to be sent directly to Volunteer@Horizonnb.ca.

All donations are required to meet COVID-19 screening criteria and follow Food Safety and Infection and Prevention and Control Routine Practices before being accepted.

Businesses offering health care workers discounts and special rates for their products and services will be posted to the Staff Lounge on Skyline.

The accepted donations will be tracked, and donors will be formally thanked in collaboration with executive directors, facility managers and Communications.

Staff are encouraged to ask the people dropping off donations to take a photo and tag Horizon on Facebook, Twitter or Instagram.

# All Interprovincial/ Territorial and International Travelers Arriving in New Brunswick Must Self-Isolate

On March 24, 2020 New Brunswick implemented restrictions for all travelers arriving from outside the province. This includes interprovincial/territorial and international travel.

All travelers entering New Brunswick must self- isolate by staying at home for 14 days and avoiding contact with others.

After the 14 days of self-isolation, you should continue to comply with the rules surrounding the state of emergency by staying at home as much as possible.

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At this time, some travel exemptions are being made for certain individuals to allow the continued movement of goods and the ongoing delivery of essential services.

### **GNB Update**

Testing has identified eight new cases, bringing the total number of confirmed cases in New Brunswick to 26.

The new cases are:

- An individual aged 50-60, in Zone 1 (southeast), whose case is travel-related.
- An individual aged 30-40, in Zone 1 (southeast), whose case is travel-related.
- An individual aged 60-70, in Zone 1 (southeast), whose case is travel-related.
- An individual aged 50-60, in Zone 2 (south), whose case is travel-related (had been on a cruise).
- An individual aged 10-20, in Zone 2 (south), whose case is travel-related (had been on a cruise).
- An individual aged 20-30, in Zone 2 (south), who is a close contact of a travel-related case.
- An individual aged 30-40, in Zone 3 (central), whose case is travel-related.



• An individual aged 30-40, in Zone 4 (northwest), whose case is travel-related.

The province has conducted more than 1,700 tests and 1.7 per cent have been confirmed cases.