

To: All staff and physicians
From: Maura McKinnon, Chief Human Resource Officer
Date: Oct. 9, 2020
Re: **Working outside of Horizon, Changes to Screening Criteria**

Working outside of Horizon

As you are aware, New Brunswick is seeing an increase in the number of positive COVID-19 cases. In order to prevent the unintentional spread of COVID-19, we ask that employees and physicians of Horizon in the Moncton area to refrain from working in health facilities external to Horizon where an outbreak of COVID-19 has been declared.

This would include nursing homes, special care homes, other adult residential facilities, etc. The exception to this request would be those employees who volunteered to work at the Notre-Dame Manor.

Please note that employees are still permitted to work at multiple Horizon facilities.

For employees and physicians who currently work in an adult residential facility where there is an outbreak of COVID-19, please contact your manager.

Updated screening criteria for employees and physicians for all areas **(Please note: updated screening for Moncton area follows)**

Please review the questions below and remain familiar with them prior to entering a Horizon facility.

The questions and signage can be accessed [here](#). All updated posters are available on the [Coronavirus Skyline page](#).

All employees and physicians must self-screen, clean their hands, and follow protocols related to appropriate physical distancing and wearing of procedural masks in all Horizon facilities.

If you answer **yes** to any of the below screening questions, do not enter the building.

Instead, you are to:

- Contact Employee Health and Wellness at 1-833-978-2580 (available daily between 8 a.m. and 8 p.m.)
- Self-isolate
- Follow the appropriate absence notification process

<p>#1: Do you have TWO OR MORE of the below symptoms?</p> <ul style="list-style-type: none"> • FEVER/SIGNS OF FEVER (e.g., chills, feeling hot/cold, shivers, etc.) • NEW COUGH OR A COUGH THAT IS GETTING WORSE • SORE THROAT • RUNNY NOSE • HEADACHE • DIARRHEA • LOSS OF TASTE OR SMELL • NEW ONSET OF MYALGIA (muscle pain) • NEW ONSET OF FATIGUE
<p>#2: Have you been outside the Atlantic provinces (NS, PEI, NFLD & Lab) in the last 14 days for any reason, including work?</p>
<p>#3: Have you visited or had any contact with any resident of staff member from the Notre-Dame Manor in Moncton during the last 14 days?</p>
<p>#4: If you have travelled to the Moncton Region (Zone 1) or the Campbellton Region (Zone 5) in the last 14 days, please note the below requirements:</p> <ul style="list-style-type: none"> • Employees with no symptoms do not have to self-isolate; they must self monitor. • Employees with symptoms must self-isolate until tested and have a negative result.
<p>#5: Have you had close contact without the use of appropriate protective equipment with a confirmed case of COVID-19 and have not been cleared by Employee Health to return to work?</p>
<p>#6: Have you been in contact with Employee Health related to a previous screening and have had symptoms worsen since that time?</p>

If you work at the Notre-Dame Manor in Moncton,



please notify Employee Health immediately.

Updated screening criteria for employees and physicians for Moncton area

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#1: Do you have **TWO OR MORE** of the below symptoms?

- FEVER/SIGNS OF FEVER (e.g., chills, feeling hot/cold, shivers, etc.)
- NEW COUGH OR A COUGH THAT IS GETTING WORSE
- SORE THROAT
- RUNNY NOSE
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- LOSS OF TASTE OR SMELL
- NEW ONSET OF MYALGIA (muscle pain)
- NEW ONSET OF FATIGUE

#2: Have you been outside the Atlantic provinces (NS, PEI, NFLD & Lab) in the last 14 days for any reason, including work?
#3: Have you visited or had any contact with any resident of staff member from the Notre-Dame Manor in Moncton during the last 14 days?
#4: If you have travelled to the Campbellton Region (Zone 5) in the last 14 days, please note the below requirements: <ul style="list-style-type: none">• Employees with no symptoms do not have to self-isolate; they must self monitor.• Employees with symptoms must self-isolate until tested and have a negative result
#5: Have you had close contact without the use of appropriate protective equipment with a confirmed case of COVID-19 and have not been cleared by Employee Health to return to work?
#6: Have you been in contact with Employee Health related to a previous screening and have had symptoms worsen since that time?

**If you work at the Notre-Dame Manor in Moncton,
please notify Employee Health immediately.**