

To: All staff and physicians
From: Maura McKinnon, Chief Human Resource Officer
Date: Dec. 7, 2020
Re: **HR Update**

Self-screening criteria for employees and physicians entering facilities – Yellow phase

With the return to the Yellow phase of recovery, employees and physicians in the Fredericton (Zone 3) and Moncton (Zone 1) areas must self screen prior to entering any Horizon facility. In the Saint John (Zone 2) area, active screening remains in place while under the Orange level.

Please review the screening questions and remain familiar with them. The questions and signage can be accessed [here](#). All updated posters are available on the [Coronavirus Skyline page](#).

If an employee or physician answers **yes** to any of the questions, they are not to enter the facility. They must contact Employee Health and Wellness (1-833-978-2580) for further screening and possible referral to a COVID-19 assessment centre.

#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
- HEADACHE
- DIARRHEA
- LOSS OF TASTE OR SMELL
- NEW ONSET OF MYALGIA (muscle pain)
- NEW ONSET OF FATIGUE

#2: **Have you been outside of New Brunswick since Nov. 27 for any reason, including work?**

#3: 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?

#4: Have you been in contact with Employee Health related to a previous screening and have had symptoms worsen since that time?

If you have traveled to an Orange Zone, please self-monitor for symptoms. If you have symptoms, please stay home and call Employee Health for an assessment.

Employee Health and Wellness is available daily from 8 a.m. to 8 p.m. to answer any questions or concerns – please call 1-833-978-2580. If no one is available to answer your call, please leave a voicemail and your call will be returned by within two hours, between 8 a.m. and 8 p.m.

Our patient and visitor screening questions have been updated. For your information, you can view them here:

- [Fredericton and Upper River Valley area](#)
- [Miramichi area](#)
- [Moncton area](#)
- [Saint John area](#) (remains unchanged from previous update)

Holiday decorating safety reminder

When decking the halls of your units / departments this festive season, Horizon is reminding all staff and physicians to:

- Continue to follow all guidelines from Infection, Protection and Control (IPC), and work to ensure that our facilities remain clean, provide easy access for cleaning and remain free of clutter.
- Limit your departmental / unit holiday decorating to **one tree** only.
- Ensure **masks are worn, proper hand hygiene is followed, and appropriate physical distancing is maintained** when decorating your unit / department and tree.

Thank you for your on-going support of the many ways Horizon is working to reduce the spread of COVID-19.