

To: All Staff and Physicians
From: Maura McKinnon, Chief Human Resource Officer
Date: June 30, 2020
Re: **Bulletin #58b – COVID-19 – HR Update – June 30 2020**
Updated self-screening criteria for employees and physicians

With Zone 5 re-entering the yellow phase, self-screening questions and requirements for employees and physicians have been updated and can be found below.

Updated posters are available on the [Coronavirus Skyline](#) page.

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

Every employee and physician must review the below screening criteria to determine whether they may enter a Horizon facility, or whether additional follow-up with Employee Health and Wellness is required. Employee Health is on call daily and is available to answer any questions or concerns by calling 1-833-978-2580.

If you answer **YES** to any of the below screening questions, **DO NOT ENTER THE BUILDING**. Instead, you are to:

- Contact Employee Health immediately by calling 1-833-978-2580
- Self-isolate
- Follow the appropriate absence notification process

#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

<input type="checkbox"/> LOSS OF TASTE OR SMELL <input type="checkbox"/> NEW ONSET OF MYALGIA (muscle pain) <input type="checkbox"/> NEW ONSET OF FATIGUE
#2: Have you been outside of the province in the last 14 days 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?

Please remember, each of us has a role to play in helping prevent the spread of COVID-19. It is important that we always remain vigilant in the wearing of masks when unable to maintain proper physical distancing. This includes while at nurses' stations, support staff areas, various workstations, cafeterias, and so on. It is important to keep ourselves and our patients as safe as possible.

Visitors from out of province

With the summer months and vacation travel increasing, we expect that you may have visitors from outside of the Maritime provinces come to visit. Visitors to New Brunswick will be told at the border that they need to self-isolate for 14 days upon arrival. If they are planning on staying with you, as a Horizon employee you need to be informed. Your actions impact yourself and others in the community. Everyone has a role to play in following the advice set out by the province.

Q: Can I continue to work if I have family visiting from another province?

A: You need to be sure that your family can follow the guidelines provided at the border from the province of New Brunswick.

What are the Self-Isolation Guidelines?

- Go directly to the place where you will isolate, do not stop anywhere, and stay in your place of isolation for 14 days from the date you arrived in New Brunswick.
- Limit contact with others in the place of isolation, including children and pets.
- Stay in a separate room and use a separate bathroom from others in the home.
- Do not have visitors.
- Do not leave your place of isolation unless it is to receive medical attention.
- Do not use public transportation (e.g., buses, taxis).
- Do not go to public areas.
- Do not go into the community; including the grocery store and pharmacy.
- If you need groceries, medication or other essential items, arranged to have a family member, friend, neighbor, or anyone else who is not in self-isolation to do this for you.
- If you need to be in contact with others, practice physical distancing by keeping at least two meters (six feet) between yourself and the other person, wear a mask and practice proper hand hygiene.
- All individuals in the household should self-monitor during the 14-day period. If you or anyone else in the household develops symptoms, the symptomatic individual should isolate from others as quickly as possible and immediately call 811. All other individuals in the household must self-isolate (and not leave the accommodations for work or other reasons except for medical or other emergencies) until COVID-19 is ruled out. If COVID-19 is confirmed all persons in the accommodation must follow the advice of Public Health.

If you can ensure that you and your family can maintain these guidelines, then yes, you can continue to work

If you and your visitors **cannot** maintain these guidelines, think about these alternate arrangements which would allow you to continue to work.

- Are there other accommodations where your family can stay? For example, maybe a travel trailer could be borrowed allowing them to park in your yard.
- Could another member of your family provide lodging?
- If it is a child (12 years of age and younger) that is coming to stay could other family members provide accommodation? Or could your spouse or other member of your immediate family take on the care of the child so that you isolate yourself from close contact?

Please talk to your Manager or Employee Health to discuss your plan.