

**To:** All Moncton area (Zone 1) staff and physicians

**From:** Nancy Parker, Executive Director of The Moncton Hospital and Sackville Memorial Hospital

**cc:** Jeff Carter, Corporate Directors of Capital Assets and Infrastructure  
Maura McKinnon, Chief Human Resource Officer  
Jeff Whyte, Regional Lead, Security, Parking and Safety Services, Emergency Management Coordinator

**Date:** Nov. 20, 2020

**Re:** **Moncton area: Pilot project for staff and physician screening**

As you are now aware, as of midnight on Nov. 20, the Moncton area (Zone 1) has moved to the Orange level of recovery. In the Orange level, Horizon is required to screen all staff and physicians who enter our facilities.

We are piloting a new process for staff and physician screening. All staff and physicians are required to enter through one of the designate card access doors noted below.

Before entering the facility, staff and physicians will be asked to swipe their ID badge, which is used as a confirmation that you have completed and passed your self-screening (including symptom check and [COVID-19 questions](#)).

The screening tool questions are posted at all staff entrances. The screener will confirm with the employee or physician that the self-screen was completed and ask that they clean their hands at one of the alcohol-based hand hygiene stations upon entry to the building.

Please note: the door does not have to be closed to read the ID badge and report that access was granted (please remember two metres of physical distancing upon entering).

We will be auditing this new process. We expect that all individual staff use their ID badges as confirmation of completing the self screen and hand hygiene. If this pilot is not successful, we will need to revert to the previous active staff screening, where every individual staff member is asked the COVID-19 screening questions before entering.

The designate doors and times for the screening process are as follows:

- Staff entrance beside Clinic A
  - 6 a.m. to 5 p.m. (Monday to Friday)
- Staff entrance beside Clinic B
  - 6 a.m. to 8 p.m. (Seven days a week)
- Staff entrance at 600 block
  - 6 a.m. to 8 p.m. (Seven days a week)
- Arden parking lot entrance (next to FEPM)
  - 6 a.m. to 4 p.m. (Monday to Friday)
- Nurse's residence (off West Lane)
  - 7:30 a.m. to 3:30 p.m. (Monday to Friday)

**Outside of the above hours, staff will use the main hospital entrance off MacBeath Avenue, and will be required to sign in; which will serve as their confirmation that they have completed and passed their self-screen and completed hand hygiene.**

We appreciate the support and cooperation of all staff and physicians during this time. If you have any questions, please contact Greg Dunn at [Gregory.Dunn@HorizonNB.ca](mailto:Gregory.Dunn@HorizonNB.ca) or 506-857-5598, or your manager.

**Stay safe and protect yourselves and others; wear your mask, clean your hands, ensure physical distancing, and avoid large gatherings! Thank you!**