

To: All staff and physicians
From: Erin Arsenault, acting Chief Human Resource Officer
Date: June 30, 2021
Re: **Changes to Employee Health On-call Service and Updated Screening Criteria**

Employee Health on-call service

Please note that effective immediately, Employee Health staff will no longer be on-call seven days per week from 8 a.m. to 8 p.m. Employee Health staff will answer calls during regular business hours, which are Monday to Friday from 8 a.m. to 4 p.m., and will return calls at 1 p.m. on weekends and holidays.

Availability after hours, weekends and holidays: Employee Health staff will be available for emergencies to exposures by contacting the nursing supervisor or Administrative Officer.

Testing during regular business hours: Health care workers (HCWs) requiring testing with two or more symptoms, can reach out to Employee Health to book testing by calling 1-833-978-2580. Please leave your name and number and your call will be returned during regular business hours.

Testing on weekends and holidays: If you leave a message on the weekend or a holiday, your call will be returned at 1 p.m., when messages are answered. Should it be after 1 p.m., you can complete a self referral [here](#).

If you complete a self referral, please leave a message with Employee Health to inform them of this, and include your name, employee number, phone number, as well as date and time you called and Employee Health staff will follow up with you on the next regular business day.

Reporting negative test results: HCWs calling to report negative testing results no longer need to speak directly with Employee Health staff. Instead, they must call Employee Health and leave their name, employee number, date called, and that they have returned to the workplace.

HCWs will need to be prepared to return to the workplace as soon as their negative results have been reported. Employee Health staff will send notification to the manager on the next business day indicating that the HCW was cleared to return to the workplace.

HCWs who are out of the workplace with two or more symptoms and being tested must follow up with a report of the test results to Employee Health within 48 hours of testing. If results are not received by that time, the HCW must call Employee Health and report the testing is still pending.

Return to work after travel outside the enhanced Atlantic Bubble: In addition to notifying their manager or clinical chief and local Medical Staff Office, as outlined in [Bulletin #153](#), everyone – including HCWs – must register using the provincial travel website [here](#).

Upon return, these HCWs will be required to self-monitor for symptoms and be swabbed at days 1, 5, and 10, and contact Employee Health before their return to work to schedule their swabs. Registration must be completed at least five days before their travel into New Brunswick, and confirmation received from the New Brunswick Travel Registration Program prior to returning.

Updated screening criteria for Horizon staff and physicians

Please review the revised screening questions for employees and physicians [below](#) and [here](#). All posters are available on the [Coronavirus Skyline page](#).

If you answer yes to any of the questions, you are not to enter the facility.

You must contact Employee Health at 1-833-978-2580 for further screening and possible referral to a COVID-19 assessment centre.

Updated patient and visitor screening questions can be found [here](#).

#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 the extended Atlantic Bubble in the last 14 days for any reason including work and do not have an approved travel plan?