

# COVID-19

## Considerations when Re-opening Facilities in First Nations in Alberta

*For on-reserve businesses and programs looking to relaunch or expand activities. Developed by the ISC Resource team based on a review of existing provincial and national documents.*

As First Nations begin a gradual reopening of facilities within their communities this checklist, as well as the links to federal and provincial websites, can be used as a supporting tool. Provincial “relaunch” plans are built on a methodical and staged approach to carefully and gradually lift restrictions while keeping COVID-19 infection rates low. The proposed relaunch dates are not mandatory, but dependent on the needs and readiness of the community and facilities; a paced approach may be needed. As restrictions are gradually lifted, guidance documents prepared by the province will be updated. During this process ISC-FNIHB will be reviewing provincial guidance and continuing to provide support to First Nations communities.

### The following public health measures remain critical to prevent the spread of COVID-19:

- Stay home if sick and follow mandatory isolation requirements (<https://www.alberta.ca/isolation.aspx>)
- Maintain physical distancing (2 metres or 6 ft.) with anyone outside your household
- Practice proper hand hygiene
- Cover coughs and sneezes with a tissue or your elbow
- Practice frequent surface cleaning
- Wear a non-medical face covering in settings where maintaining physical distancing is challenging

You are encouraged to **consult the Alberta Biz connect website at <https://www.alberta.ca/biz-connect.aspx> on a regular basis for up-to-date information and guidance.** If you need further clarification on operating facilities outside of the existing guidelines and/or have any questions, please consult with your Environmental Public Health Officer, Communicable Disease Control Nurse, or your Director of Emergency Management for specific guidance on a certain sector. ISC Outbreak Response team and Medical Officers of Health will continue to work with communities impacted by COVID-19 cases and may recommend additional measures, if necessary, to contain disease spread.

The following table provides overarching items and policies to have in place prior to opening. The list below should not replace provincial guidelines that may be more comprehensive:

<b>General considerations to have in place when re-opening:</b>	
<b>General</b>	<b>Yes/No</b>
1. Does provincial guidance for this specific sector / building recommend reopening. Refer to Alberta’s Relaunch Strategy at <a href="https://www.alberta.ca/alberta-relaunch-strategy.aspx">https://www.alberta.ca/alberta-relaunch-strategy.aspx</a> and Alberta Biz Connect: <a href="https://www.alberta.ca/biz-connect.aspx">https://www.alberta.ca/biz-connect.aspx</a>	
2. Are there any other applicable COVID-19 policies established by Chief and Council that must be adhered to.	
<b>Communication</b>	<b>Yes/No</b>
3. Have staff been notified of steps being taken by the workplace to prevent the risk of transmission, and the importance of their role in these measures. Resource: <a href="https://ohs-pubstore.labour.alberta.ca/covid19-03">https://ohs-pubstore.labour.alberta.ca/covid19-03</a> <a href="https://www.canada.ca/en/public-health/services/publications/diseases-conditions/preventing-covid-19-workplace-employers-employees-essential-service-workers.html">https://www.canada.ca/en/public-health/services/publications/diseases-conditions/preventing-covid-19-workplace-employers-employees-essential-service-workers.html</a>	
4. Have existing contact lists been updated .	
<b>Building</b>	<b>Yes/No</b>
5. Does the building appear to be in acceptable physical condition	
6. Have the water lines in the building been adequately flushed	
7. Are there any signs of pest infestations which may require retention of professional contractors	
8. Are there any other maintenance issues (HVAC, etc.) to be addressed prior to reopening	

Screening	Yes/No
<p>9. Are self-assessment health check reminders and signage posted at entrances for staff, clients, customers, visitors:</p> <ul style="list-style-type: none"> <li>- These should include symptoms of COVID-19 as well as advice to contact the local Health Centre or call Health Link at 811 if there are any questions</li> <li>- <a href="https://www.alberta.ca/covid-19-information-posters.aspx">https://www.alberta.ca/covid-19-information-posters.aspx</a></li> <li>- <a href="https://www.sac-isc.gc.ca/eng/1586548069915/1586548087539">https://www.sac-isc.gc.ca/eng/1586548069915/1586548087539</a></li> <li>- <a href="https://www.albertahealthservices.ca/topics/Page17000.aspx">https://www.albertahealthservices.ca/topics/Page17000.aspx</a></li> </ul>	
PPE	Yes/No
<p>10. Are face coverings recommended in the facility:  <a href="https://www.alberta.ca/assets/documents/covid-19-guidance-for-wearing-non-medical-masks.pdf">https://www.alberta.ca/assets/documents/covid-19-guidance-for-wearing-non-medical-masks.pdf</a></p>	
<p>11. Are adequate PPE supplies available for staff</p> <p><b>Personal Protective Equipment (PPE):</b></p> <ul style="list-style-type: none"> <li>✓ <i>Use of PPE should be aligned with guidance from Public Health Authorities.</i></li> <li>✓ <i>For staff that cannot always physically distance 2 metres (6 feet) from other staff or customers, encourage the use of non-medical masks or face coverings</i></li> </ul>	
<p>12. Has healthcare staff been trained to properly don and doff PPE  <i>Consideration given to a buddy system, specifically for doffing to ensure it has been done properly</i>  <a href="https://www.albertahealthservices.ca/assets/Infofor/hp/if-hp-ipc-donning-ppe-poster.pdf">https://www.albertahealthservices.ca/assets/Infofor/hp/if-hp-ipc-donning-ppe-poster.pdf</a>  <a href="https://www.albertahealthservices.ca/assets/Infofor/hp/if-hp-ipc-doffing-ppe-poster.pdf">https://www.albertahealthservices.ca/assets/Infofor/hp/if-hp-ipc-doffing-ppe-poster.pdf</a></p>	
Hand Hygiene	Yes/No
<p>13. Is the facility properly set up to allow for adequate hand hygiene:</p> <ul style="list-style-type: none"> <li>- Readily available warm water and handwashing supplies such as warm water, liquid soap, disposable paper towel at all hand sinks</li> <li>- Where available, hand sanitizer should be 60-80% ethanol or 60-75% isopropanol</li> <li>- Signage posted</li> </ul> <p><a href="https://www.canada.ca/content/dam/phac-aspc/documents/services/publications/diseases-conditions/coronavirus/covid-19-handwashing/covid-19-handwashing-eng.pdf">https://www.canada.ca/content/dam/phac-aspc/documents/services/publications/diseases-conditions/coronavirus/covid-19-handwashing/covid-19-handwashing-eng.pdf</a></p>	
Physical Distancing/Gathering	Yes/No
<p>14. Are procedures in place to ensure proper Physical Distancing:</p> <ul style="list-style-type: none"> <li>- <a href="https://www.alberta.ca/prevent-the-spread.aspx#p25621s3">https://www.alberta.ca/prevent-the-spread.aspx#p25621s3</a></li> </ul> <p><b>Physical Distancing General Best Practices</b></p> <ul style="list-style-type: none"> <li>✓ <i>Practice physical distancing by keeping more than 2 metres (6 feet) apart from coworkers and customers as much as possible:</i></li> <li>✓ <i>Post signage promoting physical distancing upon entry</i></li> <li>✓ <i>Display signs in multiple locations that indicate the maximum number of customers and staff can accommodate at any one time.</i></li> <li>✓ <i>Reduce elevator occupants to 1 or 2 people per elevator.</i></li> <li>✓ <i>Size of gathering cannot exceed that of current public health authority restrictions available for use.</i></li> <li>✓ <i>Temporary table dividers may be installed to make social distancing easier for areas with communal seating or larger tables.</i></li> <li>✓ <i>Washroom capacity may need to be adjusted to allow physical distancing.</i></li> <li>✓ <i>Where possible, stagger workstations so employees avoid standing directly opposite one another or next to each other.</i></li> <li>✓ <i>Use, when possible, directional arrows on the floor in settings to control flow of traffic and reduce interaction and crossover.</i></li> <li>✓ <i>Mark direction of travel, to designate entrances and exits, pick up areas and washrooms.</i></li> </ul>	
<p>15. Have staff been trained on physical distancing and how to best provide services with the least amount of contact</p>	

16. Has consideration been given to staffing plans to help with physical distancing (i.e. staggered work hours, alternating days in office, work from home)	
17. Have steps been taken to facilitate physical distancing in the building: <ul style="list-style-type: none"> <li>- Arrange furniture position to allow for 2 metre rule</li> <li>- Provide visual cues (i.e. ensure 2 metre markings on floor, directional movement for patrons, etc.)</li> <li>- Physical barriers such as partitions or Plexiglas</li> </ul>	
<b>Cleaning and Disinfection</b>	<b>Yes/No</b>
18. Has the building been cleaned and disinfected prior to reoccupation	
19. Have staff been made aware and trained on cleaning protocols / schedules <ul style="list-style-type: none"> <li>- Facility specific checklists / protocols /</li> <li>- Institute cleaning schedule consistent with COVID cleaning guidelines</li> </ul>	
20. Are cleaning and disinfecting procedures available to staff (see Environmental Services Training Guide on OneHealth) <a href="https://www.onehealth.ca/ab/ABCovid-19">https://www.onehealth.ca/ab/ABCovid-19</a>	
21. Has a cleaning and disinfection schedule been established (see “Sample Cleaning Schedule” below)	
22. Are proper cleaning supplies available – cleaners, disinfectants, cloths, etc.	
23. Are the disinfectants available effective for use against COVID-19? <ul style="list-style-type: none"> <li>- Use a disinfectant that has a Drug Identification Number (DIN) and a virucidal claim (efficacy against viruses).</li> <li>- Alternatively, use a bleach-water solution with 20 ml (4 teaspoons) of unscented, household bleach to 1 litre (4 cups) water. Ensure the surface remains wet with the bleach water solution for 1 minute.</li> <li>- Health Canada has approved several hard-surface disinfectants and hand sanitizers for use against COVID-19. Use these lists to look up the DIN number or NPN number of the product you are using or to find an approved product. <ul style="list-style-type: none"> <li>- <a href="https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/list.html">https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/list.html</a></li> </ul> </li> <li>- Make sure to follow instructions on the product label to disinfect effectively</li> </ul>	

**Recommended Disinfectant Use in Public Facilities During COVID-19 Pandemic**  
**(Healthcare facilities should consult the “FNIHB-AB Cleaning and Disinfection Guide for Healthcare Facilities”)**

Use	Disinfectant and Concentration Required	Contact Time
To Disinfect High Touch Surfaces and Common Areas (i.e. doorknobs, light switches, sink taps, washrooms, staff rooms, etc.)	Use a disinfectant that has a Drug Identification Number (DIN) and a virucidal claim (efficacy against viruses).  <b>or</b>  <b>Chlorine</b> a solution of sodium hypochlorite which acts as a strong oxidizer. e.g. *Bleach (5.25% Chlorine) 1:50 solution of Javex® or Clorox®  <b>1000ppm - 20ml (4 tsp) household bleach to 1 litre water</b>	Follow manufacturer’s instructions  One minute
To Disinfect Food Contact Surfaces, *Toys, and other environmental surfaces	<b>Chlorine</b> a solution of sodium hypochlorite which acts as a strong oxidizer. e.g. 1:500 solution of Javex® or Clorox® bleach  <b>100ppm - 2mL (1/2 tsp) household bleach to 1 litre water</b>  <b>*Use a 100ppm chlorine solution to disinfect washable toys</b>	Two minutes
	<b>QUATS (Quaternary Ammonia Solution)</b>  <b>200ppm</b>	Follow manufacturer’s instructions  Note: QUATS cannot be used with cotton cloths (microfiber recommended)
	<b>0.5 % Hydrogen Peroxide Enhanced Action (with a disinfectant claim)</b> Accelerated Hydrogen Peroxide e.g. Virox®	Follow manufacturer’s instructions Product must have a DIN issued by Health Canada
	<b>Iodine</b>  <b>12.5 – 25 ppm</b>	Follow manufacturer’s instructions
<p><b>Always clean surfaces with soap and water before disinfecting.</b></p> <p><b>*Household Bleach Dilution ratio:</b> These solutions should be mixed daily for best results.</p> <p>Refer to AHS COVID-19 Public Health Recommendations for Environmental Cleaning of Public Facilities:  <a href="https://www.albertahealthservices.ca/assets/info/ppih/if-ppih-covid-19-environmental-cleaning-public-facilities.pdf">https://www.albertahealthservices.ca/assets/info/ppih/if-ppih-covid-19-environmental-cleaning-public-facilities.pdf</a></p>		<p><b>* Test disinfectants</b> using appropriate test strips to ensure proper concentration</p>

## SAMPLE CLEANING SCHEDULE

Enhanced Environmental Cleaning Measures:

- Thorough cleaning and disinfection of common areas and frequently touched/“high touch” surfaces and equipment can assist in disrupting disease transmission.
- High touch surfaces must be cleaned and disinfected frequently during an outbreak i.e. if surfaces are being cleaned once this should be increased to **more than once a day and as needed**.
- Cleaning and disinfecting refers to a two-step process i.e. must clean before you disinfect.
- At the end of the outbreak a thorough cleaning and disinfection of all affected areas should be completed.

Community: \_\_\_\_\_

Facility: \_\_\_\_\_

Cleaned by: \_\_\_\_\_

Date: \_\_\_\_\_

	Entrance / Reception Area	After each use	Daily plus when necessary (increase frequency during outbreak)	Weekly	Monthly	Other
1	Floors are clean, including edges and corners. There is no dust or dirt present.		X			
2	Walls, doors, door frames, knobs and light switches have dirty areas and marks wiped clean and disinfected.		X			
3	All furniture has been wiped clean.			X		When necessary
4	All washable toys have been wiped clean and disinfected. There are no soft toys present.	X				
5	Telephone has been wiped clean and disinfected.		X			
6	Counters have been wiped clean and disinfected.		X			
7	Waterless hand washing dispenser has been wiped clean and disinfected and the single cartridge replaced, if required.		X			
8	The area immediately inside the entrance door has been washed and disinfected.		X			

9	Garbage and recycling containers have been cleaned and disinfected and lined with new plastic bags.		X			
	<b>Office Areas</b>	<b>After each use</b>	<b>Daily plus when necessary (increase frequency during outbreak)</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Other</b>
1	Overall appearance of the environment is tidy and uncluttered.		X			
2	Floors are clean and disinfected, including edges and corners. There is no dust or dirt present.		X			
3	Walls, door, door frames, knobs and light switches have had marks and dirty areas wiped clean.		X			
4	Storage and shelves have been cleaned.				X	When necessary
5	Desks and chairs have been wiped clean.		X			
6	Telephone has been wiped clean.		X			
7	Window ledges have been wiped clean.			X		
8	Curtains or blinds are clean with no soiled areas present.				X	
10	Garbage container has been cleaned and disinfected and lined with a new plastic bag.			X		
	<b>Bathroom</b>	<b>After each Use</b>	<b>Daily plus when necessary (increase frequency during outbreak)</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Other</b>
1	Floors are clean and disinfected, including edges and corners. There is no dust or dirt present.		X			
2	The walls, doorframes, knobs and light switches have had marks and dirty areas removed.		X			
3	The sink and taps are clean and disinfected.		X			

4	The soap dispenser; paper towel dispenser and toilet paper holder are filled, wiped clean and disinfected.		X			
5	The mirror has been wiped clean.		X			When necessary
6	The garbage container has been emptied, wiped clean, disinfected and lined with a new plastic bag.		X			
7	The toilet tank, bowl and top and underside of the seat have been cleaned and disinfected.		X			
	<b>Kitchen and Food Preparation Area</b>	<b>After Each Use</b>	<b>Daily plus when necessary (increase frequency during outbreak)</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Other</b>
1	Floors are clean and disinfected, including edges and corners. There is no dust or dirt present.		X			
2	Door frames; knobs, and light switches cleaned and disinfected		X			
3	Counters and table have been wiped clean and disinfected.		X			Before and after food prep
4	Microwave has been wiped clean, inside and outside.			X		When necessary
5	Refrigerator has been wiped clean, inside and outside; the freezer compartment is defrosted and clean.					When necessary
6	Stove top has been cleaned.		X			
7	Dishwasher has been wiped clean, inside and outside.		X			
8	Coffee maker has been wiped clean and the pot washed clean.		X			
9	All small appliances, e.g. toaster and kettle, have been wiped clean.		X			
10	Soap dispenser and paper towel dispenser are clean.		X			
11	Sink and taps have been thoroughly cleaned and disinfected.		X			
12	Garbage and recycle containers have been cleaned and disinfected and lined with new plastic bags.		X			

