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| **Infectious Disease Exposure Risk Assessment** |

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| STEP 1 | **Job Site or Building** | Non RDN Facility Recreation Program Sites |
| **Date** | May 11, 2020 |
| **Completed By** | HK ; CM |

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| STEP 2 | **Risk Assessment BEFORE Controls** | | |
| Low Risk | Moderate Risk | High Risk |
| Exposure to employees, public or shared materials or workstations is rare. | Exposure to employees, public or shared materials or workstations occurs several times per day. | Exposure to employees, public or shared materials or workstations occurs several times per hour. |

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| STEP 3 | Assess the types of exposures to infectious disease and determine the appropriate controls to reduce exposure: | | |
| Activity and Hazard | **X = YES** | Controls |
| Exposure through contact with employees. |  | Physical distancing.  Single-person travel.  Hand washing and sanitizing supplies.  Staggered start/end and break times.  Cleaning and sanitizing.  Teleworking. |
| Exposure through asymptomatic carriers. |  | Staying home if you have any illness symptoms.  Self-isolating for 14-days when returning from outside of Canada.  Staying home if in close contact with someone who is diagnosed or who has infectious disease symptoms. |
| Exposure through contact with the public. |  | Close facility.  Physical distancing.  Hand washing and sanitizing supplies.  Alternate entry.  Physical barrier (sneeze guard).  Meetings by appointment only.  Appointment pre-screening.  Reduced service.  Cleaning and sanitizing.  Pre registered programs only |

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| STEP 3 CONTINUED | Assess the types of exposures to infectious disease and determine the appropriate controls to reduce exposure: | | |
| Activity and Hazard | **X = YES** | Controls |
| Exposure through contact of vehicles and equipment. |  | Single-person travel.  Barrier between front and rear seats.  Cleaning and sanitizing.  PPE – gloves.  Hand washing and sanitizing supplies. |
| Exposure through the handling of materials. |  | Delivery by appointment only.  PPE - gloves.  Hand washing and sanitizing supplies.  Cleaning and sanitizing. |
| Exposure through contact of tools. |  | Cleaning and sanitizing.  PPE – gloves.  Hand washing and sanitizing supplies. |
| Exposure through contact of personal protective equipment (PPE). |  | Cleaning and sanitizing.  Disposable PPE.  Assigned PPE; no sharing.  Hand washing and sanitizing supplies. |
| Exposure through sharing common spaces with others. |  | Physical distancing.  Hand washing and sanitizing supplies.  One-person restriction in shared space.  Staggered start/end and break times.  Cleaning and sanitizing. |
| Exposure through work on computer, desk or office. |  | Physical distancing.  Cleaning and sanitizing. |
| Exposure when handling cash. |  | Physical distancing.  Physical barrier (sneeze guard).  Hand washing and sanitizing supplies.  Cleaning and sanitizing.  Stop accepting cash. |
| Exposure when passing others in hallways or aisles. |  | Physical distancing.  One-way route.  Cleaning and sanitizing. |

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| STEP 3 CONTINUED | Assess the types of exposures to infectious disease and determine the appropriate controls to reduce exposure: | | |
| Activity and Hazard | **X = YES** | Controls |
| Exposure to biohazardous materials. |  | Cleaning and sanitizing.  PPE – gloves.  PPE – respirator.  PPE – gown or coveralls.  Hand washing and sanitizing supplies. |
| Exposure when performing first aid treatment to a WORKER. |  | Physical distancing.  Cleaning and sanitizing.  PPE – gloves.  PPE – respirator.  Hand washing and sanitizing supplies. |
| Exposure while performing first aid treatment to a member of the PUBLIC. |  | Physical distancing.  Transmission control – face mask.  Cleaning and sanitizing.  PPE – gloves.  PPE - respirator.  PPE – gown or coveralls.  Hand washing and sanitizing supplies. |

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| STEP 4 | Identify the additional controls the have been implemented to reduce exposure to infection diseases | |
| **Worker policies and procedures** | Review with all program leaders the cleaning procedures, availability of PPE, approach to First Aid |
| **Public procedures** | Notice with registration about not attending if sick or possible explosure, notice campers will be sent home, request to review physical distancing measures/importance, state we can't eliminate the risk of COVID-19. |
| **Work environment or work processes** | All programs will be pre registered, during intial reopening phase the focus will be on outdoor programs and traditional camps will spend as much time as possibe outdoors |
| **Training** | Workers receive education or training in the following:   * The risk of exposure to pandemic influenza and SARS, and the signs and symptoms of the disease. * Safe work procedures to be followed, including hand washing and cough/sneeze etiquette. * Location of washing facilities, including dispensing stations for alcohol-based hand rubs. * How to seek first aid. * How to report an exposure to, or symptoms of, pandemic influenza or SARS.   Workers receive education or training in the department-specific safe work procedures. |
| **Communication** | Weekly staff updates from senior management.  Daily check-in with supervisor or manager. |

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| STEP 5 | **Risk Assessment AFTER Controls** | | |
| Low Risk | Moderate Risk | High Risk |
| Exposure to employees, public or shared materials or workstations with NO infectious disease controls is rare. | Exposure to employees, public or shared materials or workstations with NO infectious disease controls occurs several times per day. | Exposure to employees, public or shared materials or workstations with NO infectious disease controls occurs several times per hour. |

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| STEP 6 | **Response After Case Or Outbreak** | |
| **Policies and procedures** | Contact Island Health to obtain their assistance:  Contact tracing.  Testing.  Worker(s) self-quarantine or self-isolation.  Communication.  Work area sanitizing.  Work area isolation.  Building or service closure.  Personal protective equipment. |

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| Additional Comments |
| Specific program sites are not known at this time but this approach will be similar regardless of location. Signage has been ordered. Record will be kept of all site visitors staying for more than five minutes. |

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| Revision Date | Revision Details | Revision Owner |
| Apr 14, 2020 | Original version. | Andrew Brooks |
| Apr 30, 2020 | Added step 6. | Andrew Brooks |