

Guidelines for Managers – Companion document to Guidelines for Screening of Manitoba Health Workers Document
[COVID-19 – Guidelines for Screening of Manitoba Health Care Workers \(Physicians and Staff\)](#)
[COVID-19 – Fax Form](#)

Public Health Officials have directed all travelers to self-isolate and self-monitor for symptoms for 14 days following their return from travel – including travel within Canada. This is effective March 15, 2020. Health care workers who returned from travel prior to March 15, 2020 are directed to follow the occupational health advice that was in place at the time of their return from travel.

It is recognized that Service Delivery Organizations (SDOs) may have different resources and staffing.

SDO's without Occupational Health Services should designate appropriate resources both internal and external to assess, screen and follow up with staff while following the guidance within this document. Shared Health Diagnostics Services staff should follow the process/contact for the SDO in which they work.

The following guidelines for screening Manitoba health care workers (including staff and physicians) are in place.

Note: Exceptions are in place to allow for health care workers and physicians who travel within another country and travel regularly within Canada to work (including remote fly-in communities).

These health care workers are subject to the same guidelines for symptomatic or asymptomatic status below.

Asymptomatic Physicians

All asymptomatic physicians who are returning from travel are directed to contact their site/sector medical director, as applicable, or their organization's Chief Medical Officer who will determine if they are required to attend the workplace or are deemed "operationally required" to their respective service area.

For exemptions deemed necessary, medical leadership must consult with Dr. Allen Kraut, Medical Director, Occupational and Environmental Safety & Health, Winnipeg Regional Health Authority, or Chief Medical Officer designated by region/SDO in order for a risk assessment to be conducted related to the physician's travel exposure. Further information regarding this process will be provided by the respective Chief Medical Officer of each regional health authority/service delivery organization.

Asymptomatic health care workers (non-physician)

All other health care workers who are asymptomatic are directed to contact their manager. The manager will determine if the healthcare worker's specific position in the department is

“operationally required” in the department. NOTE: It is the responsibility of each manager to determine the staffing level needs required for their respective areas to function safely.

* "Operationally Required" means a position that is deemed necessary to ensure the ongoing operations of the department/unit. This may include positions that directly deliver front-line clinical services and those positions that provide a support function related to the provision of clinical services (food services, laundry, housekeeping, facility management, health information, pharmacy, etc.)

In order to expedite this process, if a manager deems the particular position within their department/unit “operationally required” they will complete the attached ****COVID-19 – Fax Form**** fax template and send to 204-947-9970 or region/SDO specific fax number where applicable indicating the following:

- Staff member name, job title, department/unit, site, phone number, email
- Manager Name, department/unit, site, email, contact number, best time to contact and preferred method of contact (phone/email)
- Director Name, site/region, contact number, email

Occupational Health Nurse or Designate/COVID-19 Provincial Occupational Health Nurse Screening Line will then contact the staff member and complete the [Public Health Screening Tool](#) to determine travel history **and** possibility of contact with cases. A risk assessment taking into account the type of work, exposure to high risk clients, and the relevant travel history/contact with cases to determine if an exemption can be made.

The decision, based on risk assessment, will be communicated via the preferred method indicated on the fax template to the manager and Human Resources with a copy of the template attached and messaging that it has been approved. The manager will then contact the employee to advise them that their position has been deemed “operationally required” and they are to attend work while following the precautions outlined below.

In some cases, approval may not be granted. Criteria may change based on the ever-changing nature of the situation. Presently, returning travelers from CDC Level 3 Risk **will not be approved to work**. See here for the most recent list of Countries with a Level 3 Risk. <https://www.cdc.gov/coronavirus/2019-ncov/travelers/after-travel-precautions.html>

Precautions to be taken, if deemed “Operationally Required” and approved to return

Healthcare workers (Staff and Physicians) must:

- self-monitor for symptoms using the temperature self-monitoring form found here https://manitoba.ca/asset_library/en/coronavirus/temperature.pdf
- wear a procedure mask and follow all required PPE guidelines for the duration of every shift
- follow all self-isolation guidelines when not at work for the full 14-day period.
- if symptoms develop, immediately remove themselves from work, self-isolate and notify OESH and their manager. Refer to the section below for Symptomatic Physicians and Staff.

Symptomatic Physicians and Staff

All symptomatic physicians and staff returning from travel or during the 14 day self-isolation period if they've been deemed "operationally required" and returned to work when they were asymptomatic must immediately self-identify to their employer's Occupational Health Services or designate. For organization's that do not have Occupational Health Services, these services will be available centrally for employees by calling toll-free 1-888-203-4066.

Based on current guidelines staff and physicians returning from travel and symptomatic will be referred for testing by Occupational Health Services or designate. This person cannot attend work until negative test results are received AND symptoms have resolved. Please note that even if a negative test result is received, staff with influenza like illness symptoms should not attend work until they feel well and have been afebrile (without fever) without the use of fever lowering medications for 24 hours.

References:

What do I do while waiting for my test results? Fact Sheet

https://www.gov.mb.ca/health/publichealth/factsheets/coronavirus_waiting.pdf

Self-Isolation Fact Sheet

https://www.gov.mb.ca/health/publichealth/factsheets/coronavirus_selfisolation.pdf

Novel Coronavirus Fact Sheet (Contains Advice for Self-monitoring)

<https://www.gov.mb.ca/health/publichealth/factsheets/coronavirus.pdf>

Communication

Physicians are asked to notify to contact their site/ sector medical director, as applicable, or their organization's Chief Medical Officer that they are currently awaiting results.

Healthcare Workers (non physicians) – following screening an email will be sent to manager/HR/regional email (where identified by region) that identified stating:

Your employee [insert name] was screened by the Provincial Occupational Health COVID-19 Screening Line on [insert date]. Screening determined that testing was required. This person cannot attend work until negative test results are received AND symptoms have resolved. Please note that even if a negative test result is received, staff with influenza like illness symptoms should not attend work until they feel well and have been afebrile (without fever) without the use of fever lowering medications for 24 hours.

Occupational Health Services and Designates

Note: Shared Health Diagnostic Services contact is based on site.

Winnipeg Health Region

Provincial Occupational Health COVID-19 Screening (WRHA OESH)

Phone: 204-926-1042 or toll free at 1-888-203-4066

Fax: 204-947-9970

Hours: 7 days a week from 8:00 am to 8:00 pm

Applies to:

WRHA Community Health Services	Winnipeg Community Agencies and WRHA Primary Care Sites <ul style="list-style-type: none"> • Aboriginal Health and Wellness Centre • Centre de santé Saint-Boniface • Hope Centre Health Care Inc • Klinik Community Health Centre • Main Street Project, Inc. • MFL Occupational Health Centre • Mount Carmel Clinic • Nine Circles CHC • NorWest Co-op Community Health Centre • Rehabilitation Centre for Children • Women's Health Clinic • Sexuality Education Resource Centre • Youville Clinic (2 sites)
WRHA Corporate	
Concordia Hospital and Concordia Place	
Deer Lodge Centre	
Grace Hospital	
Seven Oaks Hospital	
Victoria Hospital	
Shared Health – Health Sciences Centre	
Shared Health – Corporate	
Shared Health – Transformation Management Office	
WRHA Long Term Care Program Sites	
Department of Families – Social Services	

St. Boniface Hospital

SBH Occupational Health

Phone: 204-237-2941 or 204-237-2441

Fax: (204) 237-2041

Email: emarshall@sbgh.mb.ca or aluna@sbgh.mb.ca

Hours of operation: Monday to Friday 0745-1600

After Hours/Weekends: Provincial Occupational Health COVID-19 Screening at 1-888-203-4066

Fax: 204-947-9970

Misericordia Health Centre

MHC Occupational Health

Phone: (204) 788-8011

Fax: (204) 774-2517

Hours of operation: Monday to Friday days

After Hours/Weekends: Provincial Occupational Health COVID-19 Screening at 1-888-203-4066

Fax: 204-947-9970

St. Amant Centre

St. Amant Occupational Health

Phone: (204) 256-4301 ext. 2409

Fax: (204) 258-7067

After Hours/Weekends: Provincial Occupational Health COVID-19 Screening at 1-888-203-4066

Fax: 204-947-9970

Prairie Mountain Health

PMH Occupational Health

Phone: 204-578-2100 or 204-578-2101

March 27, 2020 Guidelines for Managers

Email: pmh-covid19@pmh-mb.ca

Hours: Monday to Friday – days

After Hours/Weekends: Provincial Occupational Health COVID-19 Screening at 1-888-203-4066

Fax: 204-947-9970

Interlake Eastern

IERHA Occupational Health

Phone: 1-844-940-1993

Email: COVID-19OCCHEALTH@IERHA.CA

Hours: 7 days a week from 8:00 am to 8:00 pm

Southern Health/Sante Sud

Sites: Infection Prevention & Control Practitioner during regular business hours.

Community and administrative program staff: Regional Infection Control Coordinators, Ginette Lafreniere at 204-326-6411 ext 2186 or Shelly Rempel at 204-326-6411 ext 2190 during regular business hours.

After Hours/Weekends: Provincial Occupational Health COVID-19 Screening at 1-888-203-4066

Fax: 204-947-9970

Northern Health

Northern Health Region Occupational Health

The Pas: 204-623-9238 0800-1615 kpoulin@nrha.ca

Flin Flon: 204-687-9617 0730-1220 eskwarchuk@nrha.ca

Thompson: 204-778-1543 0745-1600 jregier2@nrha.ca

After Hours/Weekends: Provincial Occupational Health COVID-19 Screening at 1-888-203-4066

Fax: 204-947-9970

Primary Care Providers in Community

Provincial Occupational Health COVID-19 Screening (WRHA OESH)

Phone: 204-926-1042 or toll free at 1-888-203-4066

Fax: 204-947-9970

Hours: 7 days a week from 8:00 am to 8:00 pm