



## Module 4

# Outbreak Management for COVID-19 Related Symptoms

COVID-19 Enhanced Health and Safety Protocols

## Licensed Home Child Care

Region of Peel

Public Health & Early Years and Child Care Services

Last updated: June 2020

All information contained in this presentation is explained in further detail in the **COVID-19 Enhanced Health and Safety Protocols for Licensed Home Child Care**

# What will be covered?

- Overview
- Policy
- Procedures
  - Health Checks for Children in home child care
  - Children & Providers Displaying COVID-19 Symptoms
  - Reporting Illness
  - Managing Confirmed COVID-19 Illness in Children/Providers
  - Closure of the home
  - Occupational Health and Safety for Agency Staff



All information contained in this presentation and accompanying Protocol document and Forms, are in accordance with Peel Public Health and the Ministry of Education's Operational Guidance During COVID-10 Outbreak – Child Care Re-Opening found at <http://www.edu.gov.on.ca/childcare/child-care-re-opening-operational-guidance.pdf>

The Ministry's Guidance document has been designed for use in conjunction with the Licensing Manual, the CCEYA and its regulations.

**In the event of a conflict between the Ministry's Guidance document and Licensing Manual, the Guidance document will prevail.**

**Advice of the local public health unit must be followed, even in the event that it contradicts the Guidance document.**

# Overview

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- Every Agency must ensure that there are written policies and procedures outlining their health and safety protocols
- Every Agency must have written policies and procedures for managing illness in the home, including the measures required for outbreak management for COVID-19.
- Every Agency's policies and procedures must include requirements for documenting and reporting illness.

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Additional information for child care setting is also available through the "[Keep on Track](#)" manual, which includes the "[Preventing and Managing Illnesses in Child Care Centres](#)" guidelines.

<https://www.cdrcp.com/keep-on-track>

**Pg. 9 of the Ministry's Guidance Document lists that policies and procedures must be included as part of the attestation submitted to the Ministry:**

- direction set out by the local public health, and
- how the child care setting will operate during and throughout the recovery phase following the pandemic including:
  - sanitization of the space, toys and equipment;
  - how to report illness;
  - how physical distancing will be encouraged;
  - how shifts will be scheduled, where applicable;
- rescheduling of group events and/or in-person meetings; and,
- parent drop off and pick up procedures.

# Policy

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- Providers will ensure that all children are monitored while in care for emerging signs or symptoms of any illness, including COVID-19
- Children who become ill while in the home must return home as soon as possible.
- When illness is identified, the Provider must initiate the Agency's illness management policies, including following all measures related to outbreak management for COVID-19.

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From Region's Protocol document.

# Procedures

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The **COVID-19 Enhanced Health and Safety Protocols for Licensed Home Child Care and the Ministry's Guidance document** describe procedures for the following:



- Health Checks for Children in Care
- Children & Providers Displaying COVID-19 Symptoms
- Reporting Illness
- Managing Confirmed COVID-19 Illness in Children/Providers
- Closure of the Home Child Care Site
- Occupational Health and Safety for Agency Staff

## Health Checks for Children

- All children must be monitored while in care for emerging signs or symptoms of any illness, including COVID-19
  - The Provider will take the temperature of ALL children in their care four hours after arrival OR after the rest period (whichever is first)
  - The Provider will document the health check as per the Agency's policies and the [Illness Tracking Form](#), if any symptoms are observed.

<ul style="list-style-type: none"> <li>• <b>Fever (temperature <math>\geq</math> 37.8°C)</b></li> <li>• <b>New or worsening cough</b></li> <li>• <b>Shortness of breath or difficulty breathing</b></li> <li>• Lethargy (lack of energy) or difficulty feeding (if an infant and no other diagnosis)</li> </ul>	<p><b>ANY OF:</b></p> <ul style="list-style-type: none"> <li>• Sore throat</li> <li>• Difficulty swallowing</li> <li>• Pink eye (conjunctivitis)</li> <li>• Chills</li> <li>• Rash</li> <li>• Croup (respiratory infection resulting in barking cough and difficulty breathing)</li> </ul>	<ul style="list-style-type: none"> <li>• Headaches</li> <li>• Unexplained fatigue/malaise/muscle aches</li> <li>• Abdominal pain</li> <li>• Diarrhea</li> <li>• Nausea/vomiting</li> <li>• Loss of sense of taste or smell</li> <li>• Nasal congestion or runny nose without other known cause</li> </ul>
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Providers must ensure that all children in care are monitored for illness, with temperature checks, including for the signs and symptoms of COVID-19 as noted on the slide.

Provider must ensure that hand hygiene is performed before and after each health check with each child.

If thermometers with single use tips are used, the tips must be discarded after each use. Thermometers must be cleaned with 70% alcohol wipes with a one-minute contact time between use.

Providers are only required to document the temperature if symptoms are noted. Providers must document any symptoms observed on the child's [Illness Tracking Form](#).

## Children Who Display COVID-19 Related Symptoms During Care

- If **ANY ONE** of the symptoms related to COVID-19 are observed in a child, the child must be immediately separated from other children in the setting while ensuring appropriate supervision. The child must be sent home, along with siblings.

### Provider Must:

- Separate ill child from other children and persons in the home at minimum 2-meter distance, while ensuring supervision
- Provide mask to ill child (if tolerated); Provider to also wear surgical/procedure mask, gloves and eye protection
- Practice proper hand hygiene and respiratory etiquette
- Contact parent/guardian to immediately pick up child (and siblings if applicable)
- Notify the Agency that a child in the home is symptomatic/ill
- Document symptoms of illness tracking form
- Disinfect all areas contacted by ill child when child departs the home

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If **ANY ONE** of the symptoms related to COVID-19 are present in a child, the child must be immediately excluded from child care and sent home. If the child has siblings who attend the same home child care site, all siblings must also be excluded.

### Language from the Guidance States:

“Other children, including siblings of the sick child, and child care staff/providers in the program who were present while the child or staff member/provider became ill should be identified as a close contact and further cohorted (i.e., grouped together) until they can be picked up by parents/guardians to self-isolate at home. The local public health unit will provide any further direction on testing and isolation of these close contacts.” Agencies should take direction from Peel Public Health regarding who is considered a close contact.

### Providers are required to:

- Isolate the child with symptoms as best as possible. If a separate room is not available, the sick child should be kept separated from others at a minimum distance of 2 meters in a supervised area until they can go home.
- Ensure the child wears a surgical-type or non-medical face mask/cloth mask (if tolerated) to cover the child’s nose and mouth. **Masks should not be placed on children under age 2 or on anyone who has trouble breathing, is unconscious, or otherwise unable to remove the mask without assistance.** The Provider caring for the child should also wear a face mask. Hands must be washed before and after taking off a mask.

- Providers caring for sick children must wear surgical/procedure mask, eye protection (safety glasses, goggles or face shield) and gloves.
- Provider should perform hand hygiene and attempt to not touch their face with unwashed hands. Disposable gloves may be used when there is close contact with the child. Provider must ensure that they wash their hands or use hand sanitizer (if hands not visibly soiled) immediately upon removal of the gloves. **The most important measures are proper hand hygiene and maintaining a 2-meter distance as much as possible.**
- Respiratory etiquette should be practiced while the child is waiting to be picked up. Tissues should be provided to the child and disposed of properly after use in a lined, covered garbage container.
- Increase ventilation if possible (e.g., open windows).
- Keep the child comfortable by providing a separate cot and toys. Clean and disinfect the cot and all toys after the child leaves the home.
- Provider will notify the parent/guardian to arrange for immediate pick-up of the child. If a parent cannot be reached, an emergency contact person will be contacted to pick up the child.
- Provider will document the symptoms observed, the date and time that symptoms occurred, and the program room the child attended on the [Illness Tracking Form](#).
- Once the child has been picked up, the Provider will ensure that the room/area where child was separated to and any other areas/surfaces that the child had contact with are thoroughly cleaned and disinfected.
- The ill child should be excluded from child care and self-isolate for 14 days from the start of symptoms and be tested for COVID-19 before returning to child care.

## Children Who Display COVID-19 Related Symptoms During Care

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### Agency Must:

- Notify Peel Public Health immediately and follow all direction provided
- Provide information for Peel Public Health to parent/guardian
- Advise parent/guardian to keep their child at home for 14 days from start of symptoms and get COVID-19 testing done before returning to the home
  - If tested negative**, and free of symptoms for 24 hours, the child must pass re-entry screening to return to child care. (*refer to Daily Active Screening Training Module for Details*).
  - If tested positive**, Peel Public Health will provide direction on when the child can return to child care
- Follow Ministry of Education Serious Occurrence reporting instructions for any confirmed or suspected cases

## Providers Who Display COVID-19 Related Symptoms

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- Any Provider who is ill when conducting the self-screening should inform the Agency and not open the home for the day
- Any Provider who becomes ill while providing care should:
  - Notify parents/guardians of all children in care to arrange pick-up of children and closure of the home
  - Maintain physical distancing, as best of possible, from any children or individuals in the home
  - Wear a surgical-type or cloth mask covering the nose and mouth
  - Notify the Agency who will follow notification guidelines

### **COVID-19 testing is required for ill Providers before reopening the home**

- If Provider tests negative for COVID-19**, and is free of symptoms for 24 hours, they must pass re-entry screening to return to work
- If Provider tests positive**, Peel Public Health will provide direction on when they can reopen the home

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The Agency will provide the Provider with contact information for Peel Public Health for information on symptoms, getting tested and self-isolation and

Provider must remain off work and self-isolate for 14 days from the start of symptoms (unless tested negative). If the Provider tests negative, they should not return to work until free of symptoms for 24 hours.

## Individuals in the Home Child Care Residence Who Display COVID-19 Related Symptoms

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- If any one in the home becomes ill while the Provider is operating the home child care site, the Provider should:
    - Ensure the ill person is isolated from other persons, as best as possible
    - Notify parents/guardians of all children in care to arrange pick-up of children and closure of the home
    - Notify the Agency who will follow notification guidelines
    - Inform the household member that they must self-isolate at home for 14 days from the start of their symptoms and get a COVID-19 test.
- COVID-19 testing is required for ill household member before the Provider is able to reopen the home**
- If individual tests negative for COVID-19**, and is free of symptoms for 24 hours, they must pass re-entry screening prior to the home reopening
  - If individual tests positive**, Peel Public Health will provide direction on when Provider can reopen the home

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## **Reporting Child or Provider Illness**

### **Peel Public Health**

- Report potential COVID-19 case and seek advice on information to be shared with Provider and parents/guardians of children in receipt of child care.
- Other children and Provider may be considered close contacts of the ill individual. Peel Public Health will provide direction on testing and isolation of close contacts.
- Children exposed to confirmed case of COVID-19 should be excluded from the child care setting for 14 days.

### **Ministry of Education**

- Follow regular Serious Occurrence (SO) reporting requirements.

## Managing Confirmed COVID-19 Illness

If ill child, Provider or individual in the home has tested COVID-19 positive:

- Immediately close or continue with the closure of the home child care site
- Children who were receiving care in the home are excluded from back-up care
- Work with Peel Public Health to investigate and notify close contacts (i.e. children and household members). Peel Public Health will provide advice and the steps necessary to control the outbreak.
- Provide Peel Public Health with the most current [Illness Tracking Form](#).
- Provider must conduct a thorough cleaning and disinfection of the home as outlined in the **General Sanitary Precautions and Physical Distancing Measures to Prevent the Spread of COVID-19 in Licensed Home Child Care Policy**
- Consult with Peel Public Health to prepare and provide fact sheets and letters to parents/guardians and Agency staff about the situation and response measures taken by the Agency

**In consultation with Peel Public Health, Agencies must consider a single, confirmed case of COVID-19 as a confirmed COVID-19 outbreak**

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In consultation with Peel Public Health, home child care sites must consider a single, symptomatic, laboratory confirmed case of COVID-19 in a Provider's home or child as a confirmed COVID-19 outbreak. Outbreaks should be declared in collaboration between the Agency and Peel Public Health.

Use a disinfectant with a Drug Identification Number (DIN), check expiry date, and follow manufacturer's instructions.

If using bleach, for the appropriate concentration of bleach and water, refer to the **Making Disinfecting Solutions using Household Bleach** procedure (Appendix 1.5).

## Closure of the Home Child Care Site

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The decision to close the home will depend on several factors and will be determined on a case-by-case basis in consultation with Peel Public Health.



# Occupational Health and Safety for Agency Staff

- Every Licensed Home Child Care Agency has a Duty of Due Diligence to manage hazards in the workplace for Agency staff – [Section 25 Occupational Health and Safety Act \(OHSA\)](#)
- Every precaution reasonable to the circumstances must be taken for the protection of workers.
- Hazards in the workplace must be identified, risks mitigated with controls, and Agency staff must be properly trained.
- **Public Services Health and Safety Association Standards:**
  - Guidance During COVID 19 for employers of childcare centres
  - Precautions when working as a childcare provider
- If an Agency staff person tests positive for COVID-19 and the illness is determined to be work-related, the OHSA and regulations must be followed.
- Any instances of occupationally acquired infection shall be reported to WSIB within 72 hours of receiving notification of the illness.

We are now beginning the final section of this module on Outbreak Management, which relates to Occupational Health and Safety for Agency Staff.

Under Ontario law, employers have the duty to take every reasonable precaution to protect workers from hazards in the workplace.

The health and safety of workers is a top concern during the COVID-19 pandemic.

During this time, all parties must place an increased focus on health and safety in order to protect the health and safety of workers and to keep child care safe. The enhanced protocols we have discussed throughout today's training are designed with this objective in mind.

The **Public Services Health and Safety Association** has developed standards to help employers prevent the spread of COVID-19 in workplaces. These standards are reflected in the **Ministry of Education's Operational Guidance document** and **Peel Public Health's Enhanced Health and Safety Protocols for Licensed Home Child Care**.

While this resource may not be exclusively for LHCC Agencies, it may still be useful as related to Agency staff.

All measures taken to prevent the spread of COVID-19 should be done in compliance with requirements under the OHSA and its regulations and Peel Public Health direction.

**The Public Services Health and Safety Association resources are available at:**

- Guidance During COVID 19 for employers of childcare centres
- <https://www.pshsa.ca/resources/health-and-safety-guidance-during-covid-19-for-employers-of-child-care-centre>
- Precautions when working as a childcare provider
- <https://www.pshsa.ca/resources/covid-19-precautions-when-working-as-a-childcare-provid>

Additional information for Agencies (as applicable):

When an Agency is notified that an Agency staff person has tested positive for COVID-19, they should consult with Peel Public Health to determine when the staff can return to work. Staff should also report to their Employee Health/Occupational Health and Safety department prior to returning to work.

Any instances of occupationally acquired infection shall be reported to WSIB within 72 hours of receiving notification of the illness.

## Summary of Public Health Protocols

**Engineering Controls:** remove / block the hazard at the source

- Physical distancing; physical barriers; enhanced environmental cleaning / disinfection

**Administrative Controls:** optimizing movement to minimize potential contact with the hazard

- Temperature and symptom screening; illness identification, reporting and contact tracing; restricting non essential guests

**Personal Hygiene Controls:** individual actions or behaviours that might reduce hazard exposure

- Hand hygiene, respiratory etiquette, wearing a mask when physical distancing not possible (to protect others); staying home when sick

**Personal Protective Equipment:** “last line of defense” when other controls are not available

- To be used as outlined by Peel Public Health in policies

This concludes our training modules

In summary, this slide provides an overview of the types of controls, or Public Health measures we have discussed today, that have been established through the **Enhanced Health and Safety Protocols for Licensed Home Child Care** to mitigate the risk of spreading COVID-19 illness in the child care setting.

# Additional Resources



## Child Development Resource Connection Peel (CDRCP)

- [E-Learning Opportunities](#)



## Public Health Ontario

- [Tip Sheets](#)



## Region of Peel

- [Masks and Face Coverings](#)
- [Resource Posters](#)
- [Translated Resources](#)

# Questions?



**Contact Information:**

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