

APPENDIX A: COVID-19 PHASE THREE PLAN
EFFECTIVE FROM SEPTEMBER 29, 2021 UNTIL FURTHER NOTICE

In addition to all strategies and procedures identifies in MACL's Communicable Disease Prevention Plan, the following requirements are directed from September 29, 2021 until further notice:

Vaccines:

- MACL strongly encourages every person to vaccinate themselves as soon as possible
- MACL requires each staff to complete Employee Declaration of Covid-19 Vaccination Status form and submit it along with applicable documentation no later than October 1, 2021.
- Supported individuals from our Community Inclusion, Residential and CYA Programs to disclose their vaccine status no later than October 8, 2021. This information will be used in scheduling activities and will be submitted to the Provincial Health Officer (PHO) designate upon his/her request.
- Should Public Health mandate that all employees be vaccinated, MACL will uphold the requirement. Failure to comply with any future PHO vaccination mandate may result in the inability to work which will result in loss of pay and may result in other employment consequences up to and including termination of employment.

Assessing Risk: Staff, Persons Served and Visitor Screening:

- No staff will come to work sick. Staff who become sick during their shift should isolate themselves at least 6 feet from others, preferably outdoors if safe to do so, and immediately contact their Supervisor, On-call Supervisor or Program Director to arrange to leave.
- Each site will post signs directing people who are sick not to enter.
- Site specific procedures for daily temperature checks may be in place. Staff must familiarize themselves with their site procedure(s).
- Every person will complete the site screening forms and, unless cleared by Public Health, will not enter if they are symptomatic or have had exposure.
- Any person who exhibits symptoms of Covid-19 (e.g. fever, coughing, difficulty breathing, loss of taste or smell) should get tested immediately.

Masks Required:

- Regardless of vaccination status, MACL staff, supported individuals and visitors are required to wear a mask at all times when indoors unless eating or drinking. Supported Individuals who cannot wear a mask or who cannot put on or remove a mask without the assistance of others are exempt. Individuals living in a MACL Residential homes do not need to wear masks in their own homes.
- Staff who remove their mask to eat or drink must not be unmasked within 6 feet of another person and must put their mask back on as soon as possible.
- Plexiglas partitions may be used in some sites where 6 feet distance is not possible.
- MACL staff and all passengers must wear a mask when in any vehicle with another person. Supported Individuals who cannot wear a mask or who cannot put on or remove a mask without the assistance of others are exempt.

- Staff with their own offices must wear a mask when another person is in their office.
- People who are required to wear a mask and are able to wear a mask, but who choose not to as a matter of preference, are not exempt.

Ventilation:

- As weather and outside temperature allows, opening windows in vehicles and sites is strongly encouraged.
- MACL will ensure ventilation systems (furnaces/air conditioners) are checked and properly maintained. Residential Supervisors will change furnace filters regularly.

Enhanced Cleaning:

- In addition to regular cleaning and disinfecting routines, surfaces that are frequently touched with hands (e.g. doorknobs, light switches, toilet handles, phones will be disinfected often, a minimum of twice daily. Every shift will identify the staff responsible to carry out the cleaning and disinfecting and the cleaning schedule.

Capacity and Proximity:

- As per the BC Provincial Health Order September 28, 2021, MACL program groups will be limited to no more than 10 people inside including staff, and no more than 50 people outside.
- In MACL's Residential Homes, fully vaccinated family and friends will be able to visit inside the home, one household at a time, one household per individual. Proof of vaccination is to be submitted to the Supervisor prior to arranging to visit. After the Supervisor has verified proof of vaccination, visits can be scheduled with the Supervisor. Visitors without full vaccination status will be able to visit outside and should maintain physical distancing of 6 feet.