



## COVID-19 GENERAL PROTOCOLS (Fall/Winter 2022 Update)

Public Communications

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Salus' top priority is the health and well-being of our clients, tenants, employees, community partners and guests. Our response to the COVID-19 pandemic continues to be informed by Ottawa Public Health and the Ontario Ministry of Health's COVID-19 recommendations on measures necessary to prevent the further spread of the virus, including post-pandemic recovery. This document outlines updates to Salus COVID-19 protocols, building on the progress made on the return to regular Salus services and programs. The plan provides general guidance and a reminder on specific protocols concerning physical distancing, masking, screening, symptoms management and isolation as well as facilities access/room occupancy limits and sanitization as applicable to in-person service delivery going forward.

### **Physical Distancing**

Physical distancing limits the number of people with whom individuals come into close contact.

In alignment with Salus current in-person service model and processes, physical distancing will no longer be required in Salus facilities.

While physical distancing is no longer a requirement, staff are advised to be mindful of the 3C's of COVID-19 transmission– try to avoid closed spaces with poor ventilation, crowded places, and close contact situations.

#### *Additional Notes:*

- Staff elevator use at Athlone and Clementine will be limited to two people at one time.
- Clients/Tenants are to be encouraged to keep physical distance between themselves and their neighbors.

### **Routine Masking to Protect Others (Source Control):**

With the onset of cold weather and the potential uptick in cases of COVID- 19, Mask use will continue to be required when entering Salus buildings and in common areas such as hallways in all Salus locations (including Congregate Living settings (CLS). Generally, well-fitting masks should be worn when physical distancing is difficult or impossible, when in confined spaces, crowded places and close-contact settings. This helps protect the mask wearer and other individuals from exposure to the respiratory droplets of the person wearing the mask.

Masks are not required when alone in individual offices or meeting spaces where physical distancing can be maintained as long as the room occupancy guideline is being followed.

Please see room occupancy guidelines section below for further information on mask use in meeting rooms.

Individuals using Salus masks (staff, clients, tenants, contractors and guests) should attempt to limit their mask use to one mask per shift. If a mask becomes wet or soiled, it should be replaced with a clean mask immediately. All staff are reminded to practice hand hygiene prior to donning and doffing masks.

### **Access to Salus facilities:**

All Salus work units have moved to regular operations and in-person service. Salus facilities are open to the public and Salus head office is available for client meetings.

### **Head Office Access:**

The Salus Head office is open to the public and is open for appointments. In-office scheduled meeting space is available for use by Salus staff during regular Salus office hours, Monday to Friday, 8:30am to 4:30pm, closed for one hour between 12 noon and 1 pm.

### **Facilities Sanitization:**

Maintenance staff/contractors will continue to provide thorough cleaning of all Salus facilities at a minimum of 2 times per week or more depending on size and use. While maintenance will continue their scheduled cleaning, staff are encouraged to practice proper handwashing and use the provided hand sanitizer in order to minimize the spread of viruses.