RED DEER COLLEGE
COVID-19 Training and Information

RDC

Purpose of this Training and Information

▶ To provide an overview of the RDC COVID-19 Exposure Plan for members of the public connected with RDC, including:

- Service Providers

- Contractors

- Tenants

- Volunteers

- Visitors

- External Clients

Learning Objectives

After reviewing this information, the reader will be able to:

▶ Explain the purpose of the RDC COVID-19 Exposure Control Plan

▶ Explain the responsibilities of service providers/contractors/tenants volunteers/visitors/external clients

▶ Explain the typical symptoms of a COVID-19 infection

▶ Explain the purpose of the SAFE RDC App and know how to download and use this app

▶ Explain the RDC COVID-19 exposure risk

▶ Explain the RDC COVID-19 rules

▶ Explain how to handle and report non-compliance

▶ Explain how to report a COVID-19 illness

▶ Explain COVID-19 illness, isolation and management at an RDC facility

Purpose of RDC's COVID-19 Exposure Control Plan

▶ To protect RDC Employees, Students, Service Providers/Contractors/Tenants, Volunteers, Visitors and External Clients from exposure to the COVID-19 virus

▶ To meet the legislated requirements of Alberta Health Services (AHS) and of Alberta Occupational Health and Safety (OHS)

Responsibilities of Volunteers, Visitors and External Clients

- Before coming to RDC read, this COVID-19 Training and Information

- Send an acknowledgement email to your RDC contact stating:

  - **"I have received and read the COVID-19 Training and Information. I understand the information provided and will comply with the requirements to help prevent the spread of this communicable disease."**

- Before coming to RDC, complete the daily contact tracing and health check using the RDC SAFE App

Responsibilities of Volunteers, Visitors and External Clients (cont'd)

▶ Do not come to RDC if you are sick

▶ When at RDC, follow the RDC COVID-19 rules

▶ When at RDC, report potential COVID-19 exposure incidents to your RDC contact

Responsibilities of Service Providers, Contractors and Tenants

▶ Before coming to RDC, read this COVID-19 Training and Information

▶ Send an acknowledgement email to your RDC contact stating:

- **"I have received and read the COVID-19 Training and Information. I understand the information provided and will comply with the requirements to help prevent the spread of this communicable disease."**

▶ Before coming to RDC, complete the daily contact tracing and health check using the RDC SAFE App

Responsibilities of Service Providers, Contractors and Tenants (cont'd)

▶ Comply with the Government of Alberta's COVID-19 directives

▶ Read, understand and comply with the RDC COVID-19 Exposure Control Plan

▶ Observe all RDC COVID-19 Rules

# Responsibilities of Service Providers, Contractors and Tenants (cont'd)

▶ Report to their Supervisor/RDC Contact whenever their Alberta Daily Health Checklist determines that they are not permitted to attend work and must self-isolate

▶ Report to their Supervisor/RDC Contact any potential COVID-19 exposure incidents

▶ Report unsafe conditions or acts to their Supervisor/RDC Contact

Typical Symptoms of a COVID-19 Infection

Fever	Cough	Difficulty breathing	Runny nose	Stuffy nose	Sore throat	Headaches	Chills
Muscle or joint aches	Exhaustion	Nausea	Vomiting	Diarrhea	Unexplained loss of appetite	Loss of smell or taste	Pink Eye

Purpose of the RDC SAFE App

▶ To complete accurate contact tracing and the Alberta Health Daily Checklist

▶ Contact tracing is an important tool to help diagnose people who may have COVID-19 sooner and prevent the virus from spreading in the community.
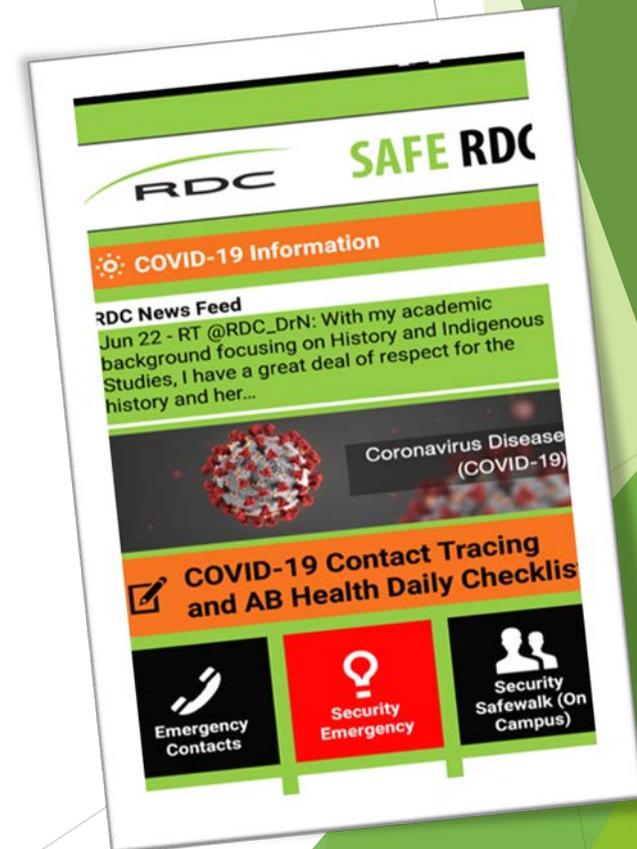
# How to Download the Free SAFE RDC Application (App) to Your Cell Phone

▶ For Apple device: type "SAFE RDC" in the App Store

▶ For android device: type "SAFE RDC" in the Play Store

How to Use the SAFE RDC App

▶ Open the SAFE RDC App and select the **COVID-19 Contact Tracing and AB Health Daily Checklist**

▶ Follow the prompts to enter your contact information and answer the Daily Health Check questions

▶ If you answer "YES" to any of the questions, you are not permitted to come to RDC. You must self-isolate, and it is recommended that you contact Health Link at 811

If you do not have a cell phone you must go to Security at the Welcome Centre each time you come to campus.
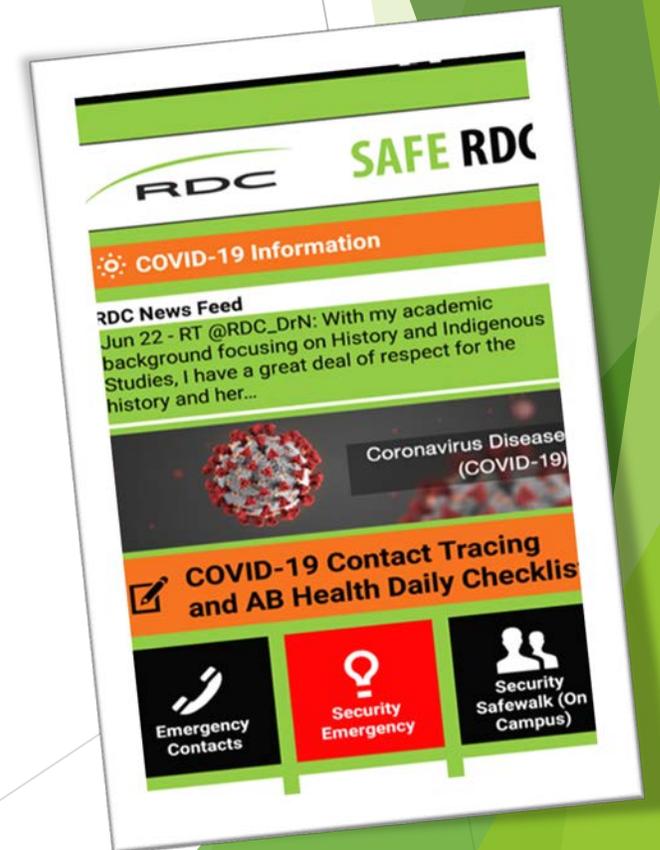
RDC COVID-19 Exposure Risk

▶ COVID-19 infection may occur if:

- a sick individual coughs or sneezes on you

- if you shake hands or hug the ill individual and then touch your eyes, nose or mouth

- a person touches a surface or object contaminated with COVID-19 and then touches their eyes, nose or mouth

There is growing evidence that aerosol transmission may occur in indoor settings with inadequate ventilation.

RDC COVID-19 Exposure Risk

▶ The risk of COVID-19 infection varies by workplace, task, and situation.

▶ For example, healthcare professionals conducting tasks that involve performing specific medical procedures on people known to have COVID-19 are classified at **very high risk**; and going to a crowded indoor bar is a high-risk situation.

▶ The RDC community may be at increased risk of exposure to the COVID-19 virus if a COVID-19 infected individual brings the virus into the RDC community.

RDC COVID-19 RULES

1. STAY AT HOME IF YOU ARE FEELING ILL

2. STAY AT HOME IF YOU, A MEMBER OF YOUR HOUSEHOLD, OR A CLOSE CONTACT ARE WAITING FOR COVID-19 TEST RESULTS

3. COMPLETE THE COVID-19 CONTACT TRACING AND ALBERTA DAILY CHECKLIST USING THE SAFE RDC APPLICATION

4. WEAR A NON-MEDICAL FACE MASK INDOORS AT ALL TIMES

5. MAINTAIN A TWO METRE PHYSICAL DISTANCE FROM OTHERS WHENEVER POSSIBLE

6. WASH/SANITIZE YOUR HANDS OFTEN

How to Handle & Report Non-Compliance

1. In a non-threatening respectful manner, the concerned individual should remind the non-compliant individual of the RDC COVID-19 Rules.

2. If behavior continues, the concerned individual should verbally report the occurrence to their RDC contact.

3. The RDC contact will determine the appropriate corrective action and monitor to ensure that the actions are effective in preventing further concerns of potential exposure to the COVID-19 virus.

4. If the non-compliance is reported three times to the RDC contact a RDC COVID-19 Exposure Incident form will be completed and submitted to the Health, Safety and Wellness Centre.

How to Report a COVID-19 Illness

► The first step to prevent transmission of the virus is to ensure individuals are healthy before they come to RDC.

► Individuals are considered unfit (unhealthy) and **are not permitted to come to campus** if they:

- Have tested positive for COVID-19

- Are sick with any of the symptoms of COVID-19, excluding pre-existing illnesses (e.g. allergies)

- Have returned from travel outside of the country

- Have come within two metres of a person who has COVID-19 for 15 minutes or more;

- Are waiting or someone they live with is waiting for a COVID-19 test result;

How to Report a COVID-19 Illness

▶ If you answer "**YES**" to any of the questions when completing the Alberta Daily Health Checklist on RDC's SAFE App:

- **<u>Do Not Come to Campus – you must self-isolate</u>**

- Contact [Health Link (https://www.albertahealthservices.ca/assets/healthinfo/link/index.html or dial 811)](https://www.albertahealthservices.ca/assets/healthinfo/link/index.html)

- Email your RDC contact as soon as possible with the following information:

  ✓ Personal contact information (name, address, telephone)

  ✓ The last day that you were on campus

  ✓ The name and phone number of each individual you had contact with.

What to Do if Individuals Show COVID-19 Symptoms at RDC

► If an individual develops COVID-19 symptoms while onsite at a RDC facility, the following steps should be taken immediately:

1. Ensure everyone in the area is wearing a face covering

2. Isolate ill individual, ensure ill individual is not alone

3. Call Security at 343-4000

For More Information

If you have questions with the content of this COVID-19 Training and Information, please contact:

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