

## DEPARTMENT – LIFE ENRICHMENT & RESTORATIVE CARE – EMERGENCY PREPAREDNESS PLAN

Planning Goals	Departments/Areas Involved and Benefits	Action Plan: who, what, where, when, how
<b>PROGRAMMING -</b> To provide programming to residents with little disruption to service	Activities Manager Activities/Restorative Care  <u>Benefits:</u> opportunity for residents to have stimulating programming for socialization/physical exercise and to decrease loneliness and isolation	<ul style="list-style-type: none"> <li>Determine programming/restorative care based on infection rate in the home</li> <li>Residents are to be co-horted in programs</li> <li>Group programming to be suspended in the event of an outbreak</li> <li>Implement 1-1 programming and/or small group (if safe to do so)</li> <li>Implement remote communication strategies to maintain connections between residents and their family members while in person general visitators are restricted</li> </ul>
<b>INFECTION PREVENTION AND CONTROL (IPAC) -</b> To always practice IPAC policies and procedures in the home and when providing programming to residents	Activities Manager Activities/Restorative Care IPAC Lead  <u>Benefits:</u> Residents and employees will benefit by decreasing the risk of contracting and spreading the infection or virus	<ul style="list-style-type: none"> <li>Personal Protective Equipment (PPE) to always be worn as set out by policies, procedures of the home and in accordance with Public Health guidelines</li> <li>Residents and employees will practice proper hand hygiene following policies and procedures</li> <li>Residents will practice social distancing while in programs/restorative care and wear a mask as tolerated</li> <li>Equipment will be properly disinfected before and after use following policies and procedures</li> <li>Employee will assist in cleaning/disinfecting high touch surfaces following policies and procedures i.e., shared office keyboards, phones, door handles, etc.</li> </ul>
<b>STAFFING –</b> Employee cohorting practices are to be used in the event of an outbreak to reduce the risk of spreading the infection	Activities Manager Activities/Restorative Care  <u>Benefits:</u> to provide consistent staffing in the home areas to decrease the risk of spreading infection or virus	<ul style="list-style-type: none"> <li>Some programming/restorative care may be suspended due to infection control risk; this will be minimized where possible</li> <li>Employee will be designated and scheduled to a specific home area where they will consistently provide programming without crossing over into other home areas</li> <li>Staffing schedules and assignments will be adjusted to meet the high priority needs</li> <li>Determine if employees are required to enter into other home areas for feeding purposes only</li> <li>Employee breaks will occur in designated areas only and social distancing practiced</li> </ul>

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<b>STAFFING</b> – Implement surge staffing (additional hours) to mitigate staffing shortages in the event of employee illness	Activities Manager  <u>Benefits:</u> All departments benefit from optimal staffing levels	<ul style="list-style-type: none"> <li>To schedule staffing over the full compliment to allow for little disruption to service should employee become ill and unable to work in the home</li> </ul>
<b>STAFFING</b> – Reassign employee if required to support resident care within scope of practice	Activities Manager  <u>Benefits:</u> provide support to departments in need, should staffing levels decrease	<ul style="list-style-type: none"> <li>To provide support with resident care needs should staffing levels reach the threshold</li> </ul>
<b>COMMUNICATION</b> – To provide the most current communication to inform employees, residents and essential caregivers and family members regarding pertinent information	Leadership Team  <u>Benefits:</u> Residents, employees, essential caregivers, visitors, and family members benefit from staying informed and receiving current information	<ul style="list-style-type: none"> <li>Pertinent information shared to employees, residents, essential caregivers, visitors, and family members regarding Activities/Restorative Care</li> <li>Communication will occur through various means, but is not limited to: Resident Home Area (RHA) meetings, e-mails, employee meetings, Residents' and Family Council Meetings, in-person, family, and employee portal etc....</li> <li>Representation from the department to attend Infection Prevention and Control Meetings</li> <li>Representation from the department to attend Daily Outbreak Meetings</li> </ul>