
Purpose

This document is to guide St. Leonard's Place Peel in operating this facility during the COVID-19 pandemic.

The goals of this document are to:

- Prevent and contain the transmission of the virus within the facility and;
- Provide guidance on when individuals/families need to move to the COVID-19 Isolation Program.

Service Providers are to use this site-specific guide in conjunction with the [COVID-19 Guidance for Homelessness Service Providers](#).

Facility Details

Address:	1105 Queen Street East, Brampton ON
Service Provider:	St. Leonard's Place Peel
Population Served:	Adult men 18 years of age and older
Capacity:	42 beds
Description of Facility:	The New Leaf and Graduate Programs provide housing and wraparound supports to adult men in the community overcoming situations of homelessness due to mental illness and/or substance abuse. Residents are housed in single, double, or quadruple occupancy rooms.
Staffing:	Staffing onsite 24/7

COVID-19

On March 11, 2020, the World Health Organization (WHO) declared COVID-19 a global pandemic. COVID-19 is a new type of coronavirus that can cause acute respiratory illness. It is spread person-to-person through droplets (e.g., coughing, sneezing) that can travel up to two metres. It may also be possible for a person to get the virus by touching contaminated surfaces and then touching their mouth, nose or eyes. Symptoms have ranged from mild to severe, and commonly include fever, cough and shortness of breath.

For more information on COVID-19, please refer to Peel Public Health's website:

<http://www.peelregion.ca/coronavirus/>

Screening for COVID-19

Active Screening at Admission:	Currently, residents are admitted on a case-by-case basis. Screening is complete over the phone prior to admission and again once onsite. The protocols followed are similar the ones outlined in the COVID-19 Guidance for Homelessness Service Providers .
Active Daily Screening:	Staff complete wellness check-ins with all residents at minimum every 4 hours. Residents are aware that they must disclose any symptoms to staff as soon as possible to be assessed by the Nurse Practitioner for further action.
Passive Screening:	Signage will be posted in the entry door, at the reception window, in common areas, hallways and washrooms instructing residents to self-identify, perform hand hygiene, wear a procedure mask, and have access to tissue and a waste receptacle. All residents should be instructed to cover their nose and mouth with a tissue or with their elbow when coughing and sneezing. Residents will be educated through small group sessions and written communication (e.g., letters).

Protocol for Suspected COVID-19 Cases

Immediate Action	<ul style="list-style-type: none"> • Residents who present with symptoms are immediately self-isolated in a designated waiting room or in their room if appropriate • Staff provide the resident with a mask and practice physical distancing • The Nurse Practitioner conducts an assessment to determine next steps (the Nurse Practitioner is on call 24/7 and can conduct virtual assessment if not onsite) • If required, the Nurse Practitioner will contact Public Health and act as the liaison.
Isolation in Facility	<ul style="list-style-type: none"> • There are currently 2 self-isolation rooms onsite with private washrooms with the ability to develop additional isolation rooms if required • Wellness checks are completed every 2-3 hours • Meals are delivered to the room • Rooms are cleaned daily by a cleaning service.

Protocol for Self-Isolating Onsite

Clean isolation rooms according to the [PIDAC Best Practices document for Environmental Cleaning for Infection Prevention and Control](#) guidelines. Applicable sections of this document are referenced in accordance with the steps below:

Step	Action
1	Ensure appropriate cleaning agents and equipment are available for each task (page 27-34, <i>Cleaning Agents, Disinfectants, and Cleaning Equipment</i>)
2	Ensure routine practices around hand hygiene and personal protective equipment are observed (page 35-39, <i>Routine Practices</i>) Note: gowns/coveralls, respiratory protection (i.e. masks) and eye protection (i.e. goggles, face shields) are NOT required for routine cleaning activities.
3	Provide direction to residents for regular cleaning of room (page 133-134, <i>Sample Procedure for Routine Daily Cleaning of Resident Room</i>) and washroom (page 135, <i>Sample Procedure for Routine Bathroom Cleaning</i>)
4	Staff to perform cleaning of isolation rooms (page 136-137, <i>Sample Procedure for Routine Discharge/Transfer Cleaning of a Resident Room</i>), washrooms (page 135, <i>Sample Procedure for Routine Bathroom Cleaning</i>) and laundry (page 70-71, <i>Soiled Linen</i>) upon resident discharge/transfer Note: Clean floors according to flooring type and available cleaning equipment: <ul style="list-style-type: none"> • Hard floors w/ dry dust mop (page 146) • Hard floors w/ wet loop mop and bucket (page 147) • Hard floors w/ microfibre mop (page 148) • Carpet (page 99)

The duration of an individual's isolation period should be determined as follows:

If...	Then...
Transmission risk is known (e.g., return from travel or latest encounter with positive COVID-19 case) and individual is asymptomatic	<ul style="list-style-type: none"> • Do NOT send for testing unless symptoms present; and, • Isolate for 14 days from transmission risk.

	Note: If symptoms present while in isolation, provide the client with a surgical mask, gloves and refer for testing.
Transmission risk is known (e.g., return from travel or latest encounter with positive COVID-19 case) and individual is symptomatic	<ul style="list-style-type: none"> • Refer to Public Health and isolate pending test results and/or direction from Public Health.
No transmission risk is known, and an individual is symptomatic	<ul style="list-style-type: none"> • Refer to Public Health and isolate pending test results and/or direction from Public Health.
The resident is in medical distress	<ul style="list-style-type: none"> • Call 911

Risk Mitigation Measures

Cleaning	<ul style="list-style-type: none"> • The facility is cleaned daily by St. Leonard's cleaning service and/or the temporary cleaning service provided by the Region of Peel • High-touch areas are cleaned and disinfected 2x per day • Rooms are cleaned daily.
Physical Distancing	<ul style="list-style-type: none"> • Staff and residents have been educated on physical distancing • Reminder signage is posted through the shelter.
Common Areas	<ul style="list-style-type: none"> • Common areas are temporarily closed • The gym is available for use with limitations – only 3 people in the area at a time, activities are supervised by the Recreational Therapist and the area is cleaned and disinfected after each use.
Meals	<ul style="list-style-type: none"> • Communal dining is suspended • Residents are called down in groups of 5 to pick-up pre-packaged meals and return to their room.
Programming	<ul style="list-style-type: none"> • All onsite programming is suspended.
Returning from Outside	<ul style="list-style-type: none"> • Daily outings are restricted and must be approved by staff for essential activities (e.g., appointments) • Hand sanitizer stations and signage are posted at entry.
Visitors	<ul style="list-style-type: none"> • No visitors permitted onsite.
Transportation	<ul style="list-style-type: none"> • Transportation is limited

	<ul style="list-style-type: none"> • If required, staff can transport residents to appointments, or a taxi service will be used.
Personal Protective Equipment	<ul style="list-style-type: none"> • Healthcare staff are outfitted for PPE and trained accordingly • Other staff are trained on how to use surgical masks • Protocols for using Personal Protective Equipment as outlined in the COVID-19 Guidance for Homelessness Service Providers will be observed. Personal Protective Equipment supply will be monitored and needs will be reported to zzghousingsupply@peelregion.ca.

Supplies

A daily inventory of all of the following critical supplies must be retained:

- Food
- Masks
- Gloves
- Cleaning Products and Tools
- Sanitizing Wipes
- Personal Hygiene Products

Any shortages or anticipated shortages are to be promptly reported to zzghousingsupply@peelregion.ca

Daily and Incident Reporting:

A representative at the facility will complete the Daily Reporting Template (see [Appendix](#)) and submit it to the Region of Peel Program Supervisor and the Region of Peel Housing Program Analyst by 8:30am daily. The Daily Reporting Template is intended to collect information as of the close of the previous day and can be completed by overnight staff.

In the event of an incident related to COVID-19 or a person under investigation for COVID-19 infection, [Key Contacts](#) must be notified promptly. Examples of incidents include: any event involving intervention of first responders (i.e. Police, Paramedic or Firefighter); any instance where a service restriction is being recommended for a person under investigation for COVID-19; etc.

Any inquiries from media are to be directed to the Region of Peel program Supervisor for escalation to the Regional Communications Team.

Key Contacts

Name	Phone Number	Other
St. Leonard's Place	905-457-3611	info@slpp.ca
Region of Peel	905-453-1300	peelregion.ca/contactus/

FACILITY NAME:			
Date: March 26, 2020	Values		Detailed Course of Action / Follow-Up / Comments
Number of Residents <i>(count each household member individually)</i>			
Number of Residents in Isolation Onsite at Your Facility			
Number of Residents Referred to the COVID-19 Isolation Program			
Number of Residents in Overflow, if applicable	Name of Motel	Number of Residents	Number of Rooms/Units Occupied
	Total:		
Rooms/Units Occupied			
Rooms/Units Available			
Staffing Updates or Reductions <i>(including isolation details)</i>			
Additional COVID-19 Protocols (Example: <i>daily assessments, physical distancing measures, staff briefings, cleaning, etc.</i>) <i>*Attach any / all literature you are sharing with Staff, Residents, Community</i>			
Required Supplies (Example: <i>PPE, hygiene / cleaning, food, etc.</i>)			
Description of Item (s)	Quantity		Other Details <i>*Include Update / Completion of Request</i>