

## **Communicable Disease Plan 2021 atrieveERP Users' Group Conference**

### **Acknowledgement:**

This document is based on guidance provided by the BC Provincial Health Officer, BC Communicable Disease Control, Vancouver Coastal Health, the BC Ministry of Education, and WorkSafe BC.

### **Introduction**

This Communicable Disease Plan (“Plan”) is designed to promote the health and safety of those attending the 2021 Fall PowerSchool Conference in Vancouver BC. A communicable disease is an illness caused by an infectious agent or its toxic product that can be transmitted from one person to another. Examples of communicable disease that may circulate in the workplace or conference venue include COVID-19, norovirus, and seasonal influenza.

### **Reducing the Risk**

The following protocols and measures will be taken to reduce the risk of transmission of communicable diseases throughout the conference venue.

- Vaccination - *also see Appendix A*
- Use of face masks - *also see Appendix B*
- Hand hygiene - *also see Appendix C*
- Daily health checks - *see Appendix D*

### **Vaccination**

A requirement to be double vaccinated. Proof of Vaccination and personal identification will be required at the Registration Desk.

Vaccines are the most effective way to reduce the risk of COVID-19. The vaccines used in Canada remain highly effective against COVID-19, including variants of concern. Vaccinated people aged 12 and older tend to have milder illness if they get infected and are also less likely to spread COVID-19 than unvaccinated people 12 and older.

### **Use of face masks**

Masks must be worn at all times inside the conference rooms, except when eating or drinking.

### **Hand Hygiene**

As per public health guidelines, ready access to hand hygiene facilities is important and will be provided

## **Daily Health Check**

You are responsible to check yourself for symptoms every day. See appendix C for checklist. Please follow the instructions if you experience any symptoms. And be sure to contact Alison Makkinga, Users Group President, 250-812-9379, so she can ensure that the hotel is advised and that meals are delivered to your room.

## **Understanding COVID-19**

Coronaviruses (CoV) are a large family of viruses that cause illness ranging from the common cold to more severe diseases. SARS-CoV-2 is a new strain of virus that first emerged in humans in 2019 and results in COVID-19 disease. COVID-19 resulted in a pandemic being declared globally. The virus can cause mild to serious illness and potentially death.

## **Signs and Symptoms**

The symptoms of COVID-19 are similar to other respiratory illnesses including the flu and common cold. BCCDC advises that the most common symptoms include:

- Fever
- Chills
- Cough or worsening of chronic cough
- Shortness of breath
- Sore throat
- Runny nose
- Loss of sense of smell or taste
- Headache
- Fatigue
- Diarrhea
- Loss of appetite
- Nausea and vomiting
- Muscle ache

Less common symptoms also include:

- Stuffy nose
- Conjunctivitis (pink eye)
- Dizziness, confusion
- Abdominal pain
- Skin rashes or discoloration of fingers or toes.

NOTE: COVID-19 symptoms can range from mild to severe. Sometimes people with COVID-19 have mild illness, but their symptoms may suddenly worsen in a few days. For a complete and current list of symptoms refer to: [www.bccdc.ca](http://www.bccdc.ca)

## Transmission Routes

COVID-19 is transmitted via liquid droplets that are dispersed when a person coughs or sneezes. Infected droplets can enter the body through the:

- Eyes
- Nose
- Throat/mouth

Transmission through infected droplets can occur via the following means:

1. Being in close contact of someone with COVID-19 when they cough or sneeze. Living in a household with someone with COVID-19 or having household-like contact with a COVID-19 case is the most common route of community transmitted COVID-19.
2. Touching a surface that is contaminated with COVID-19 and then touching your face and transferring the virus to the mucus membranes of your eyes, nose, throat. This is why public health recommends frequent and diligent hand hygiene to everyone.

## Daily Health Assessments & Illness Policies and Protocols

Do not come to the conference if you:

- Have been contacted and directed by public health to self-isolate before the conference starts.
- Live in a household with someone who has been tested and public health has confirmed is a COVID-19 case and has been directed by public health to self-isolate.
- Have been directed by public health to self-isolate or are awaiting COVID-19 testing results.

You must not attend the conference sessions and must stay in your hotel room if you:

- Are ill or have any symptoms of a cold, flu, or COVID-19 as identified in the daily health checks.
- Have been contacted and directed by public health to self-isolate after the conference starts.

Call or text Alison Makkinga at 250-812-9379 if this is the case and we will arrange to have your meals and beverages delivered to your room door.

## Other Resources and References

- Step 3 of BC's Restart: Communicable disease prevention  
<https://www.worksafefbc.com/en/covid-19/bcs-four-step-restart>
- Communicable Disease Control Manual  
<http://www.bccdc.ca/health-professionals/clinical-resources/communicable-disease-control-manual>

**Appendix A: Proof of Vaccination Samples**

COVID-19 Proof of Vaccination / Preuve de vaccination contre la COVID-19

Issuing Province / Territory: Yukon  
Country of issuance / Pays d'émission: Canada

Name / Nom : Doe, Jane Liz  
Date of birth / Date de naissance : 02 JUL / JUIL 1985

SMART Health Cards QR Code / Code QR de la carte Santé SMART



Vaccinations administered / Vaccins reçus : 2

Date : 05 FEB / FÉV 2021  
Product / Produit : Pfizer-BioNTech Comirnaty COVID-19  
Lot : 818364

Date : 05 JAN / JAN 2021  
Product / Produit : Pfizer-BioNTech Comirnaty COVID-19  
Lot : Not available / Non disponible

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**British Columbia**



Online record



Paper record

*Alberta*

**COVID-19 Immunization Record**

First Name: Jane  
Last Name: Alberta  
Birthdate: March 15, 1990  
Gender: Female

The information in this report is provided as of September 07, 2021 06:29 PM.

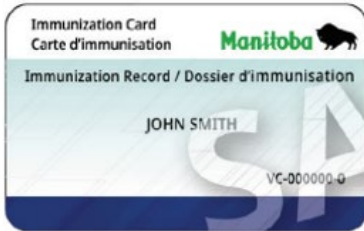
Date Administered	Vaccine Name	Description	Source
July 15, 2021	COVID-19 BNT162b2 - mRNA	Pfizer/BioNTech	Government of Alberta - Provincial Immunization Repository
May 01, 2021	COVID-19 BNT162b2 - mRNA	Pfizer/BioNTech	Government of Alberta - Provincial Immunization Repository

**MyHealth Records is a service from Alberta Health**

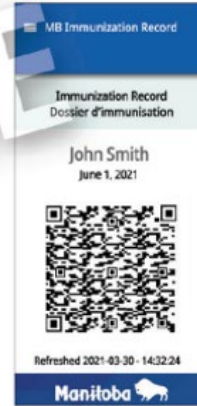
All information contained in this report is privileged and confidential information intended for use by authorized individuals only.

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## ■ Manitoba

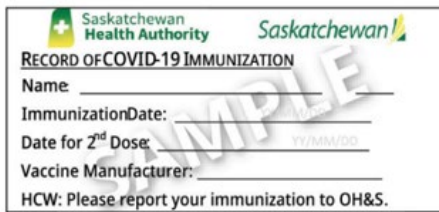


Wallet-size card



Online record

## ■ Saskatchewan



Wallet-size card



Electronic record



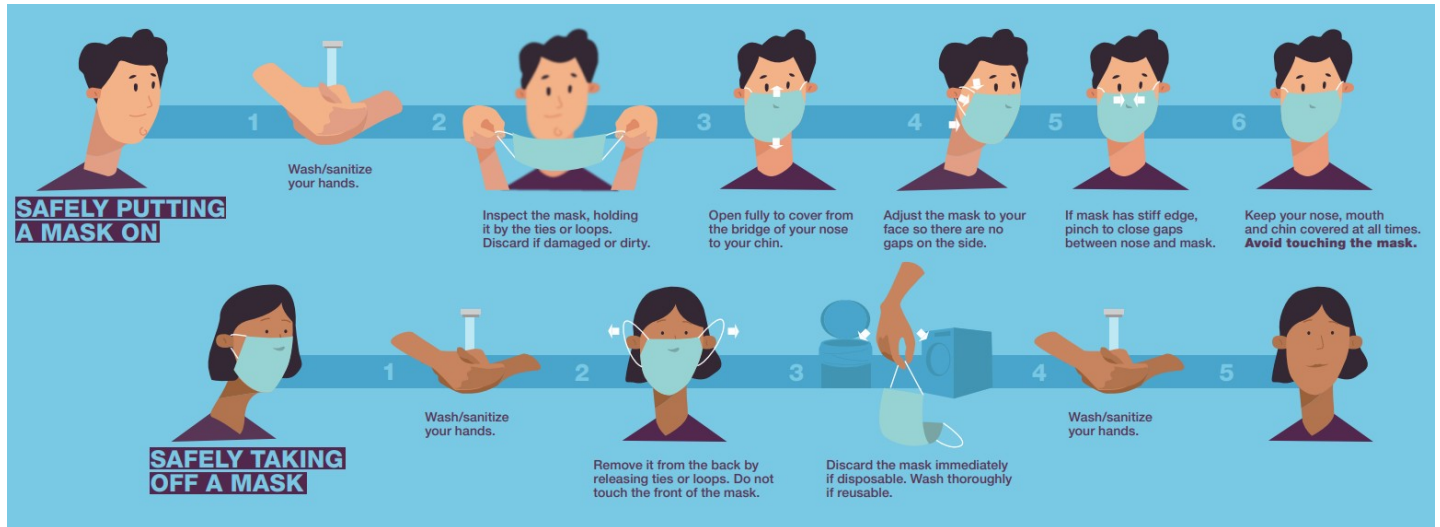
Electronic record



## Appendix B: How to Wear a Face Mask

Procedure for Donning, Doffing and Caring for a Non-Medical Mask (if required or you choose to wear one)

- 6 Steps to Putting on a Mask
- 5 Steps to Taking Off a Mask



### IMPORTANT:

#### *Additional Protocols for Safely Wearing and Caring for a Face Mask*

##### **DO:**


- Make sure your mask isn't damaged, and it's clean and dry before wearing
- Replace your mask whenever it becomes damp or dirty
- Wash your hands for 20 seconds or use hand sanitizer before and after touching the mask
- Use the ear loops or ties to put on and remove your mask
- Make sure your nose and mouth are fully covered, it fits securely, and there are no gaps on the sides
- Store your mask in a clean paper bag when it is not in use
- Wash your mask with hot soapy water and let it dry completely before using it again

##### **DON'T:**

- Wear masks that are damaged, dirty, or moist
- Touch the mask while wearing it
- Wear a loose mask
- Hang the mask from your neck or ears
- Remove the mask to talk to someone
- Share your mask with anyone
- Store your mask where it may easily become soiled (i.e. unprotected in a purse, pocket, backpack, etc)




Appendix C: Hand Washing



# Coronavirus COVID-19


BC Centre for Disease Control | BC Ministry of Health



## Hand Hygiene

**SOAP OR ALCOHOL-BASED HAND RUB: Which is best?**


▶ **Either will clean your hands: use soap and water if hands are visibly soiled.**



**Remove hand and wrist jewellery**


**HOW TO HAND WASH**

**1**




Wet hands with warm (not hot or cold) running water

**2**




Apply liquid or foam soap

**3**




Lather soap covering all surfaces of hands for 20-30 seconds

**4**




Rinse thoroughly under running water

**5**



Pat hands dry thoroughly with paper towel


**6**



Use paper towel to turn off the tap


**HOW TO USE HAND RUB**

**1**




Ensure hands are visibly clean (if soiled, follow hand washing steps)

**2**




Apply about a loonie-sized amount to your hands


**3**



Rub all surfaces of your hand and wrist until completely dry (15-20 seconds)


COVID19\_HF\_021





BC Centre for Disease Control

If you have fever, a new cough, or are having difficulty breathing, call 8-1-1.



**Appendix D: Daily Health Check**

Please do this health check each day of the conference.

<b>Daily Health Check</b>			
<b>1. Key Symptoms</b> <b>If yes to 1 or more:</b> Stay in your room -Contact a health care provider or 8-1-1 about your symptoms and next steps. *Call or text Alison at 250-812-9379 so she can ensure you get your meals/beverages	Do you have any of the following symptoms?	Circle One	
	Fever higher than 38 C	Yes	No
	Chills	Yes	No
	Cough	Yes	No
	Loss of sense of smell or taste	Yes	No
	Difficulty Breathing	Yes	No
<b>2. Secondary Symptoms</b> <b>If yes to 1:</b> Stay in your room until you feel better. <b>If yes to 2 or more:</b> Stay in your room for 24 hours. -If symptoms don't get better or get worse; contact a health care provider or 8-1-1 about your symptoms *Call or text Alison at 250-812-9379 so she can ensure you get your meals/beverages	Sore Throat	Yes	No
	Loss of Appetite	Yes	No
	Extreme Fatigue or tiredness	Yes	No
	Headache	Yes	No
	Body Aches	Yes	No
	Nausea and vomiting	Yes	No
	Diarrhea	Yes	No
<b>Confirmed Contact</b> <b>If yes:</b> Follow Public Health advice.	Have you been notified that you are a confirmed contact of a person confirmed to have COVID-19?	Yes	No