



COVID-19 - Guidelines and processes for students and Clinical Instructors



Nursing Professional Practice

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Screening process, Outbreaks and contact tracing

A. COVID-19 screening booth:

1. Students and Clinical Instructors (CI) will participate in daily entrance screening and will participate in universal masking programs as outlined by Bruyère's policy and Procedures.
2. Upon arrival on site, use the employee screening door located to the western part of the building (same side as the parking lot spaces on Primrose street for St-Vincent site and 43 Bruyère street for EBH site. The screening door is located at the main door at Residence Saint-Louis (RSL).
3. You will be required to do the mandatory screening every time you come in for a shift.
 - Screening are done through the online COVID-19 self—Assessment. For Bruyère users who do not have an email accounts: (You will need to enter a valid email address to receive the "Passed Assessment" notification to show to screeners at entrances). **Students are encouraged to use the online self—Assessment.** <https://covid19-verification.bruyere.org/>
 - Screening forms are also available at the screening booths. You must complete one (employee/learner's form) and hand it to the screener.
4. If you pass the screening, you will be provided a package of masks for the time of your shift (request for 4 masks and a pair of goggles as a clinical staff).
5. If you plan going outside the building during your shift at break/lunch times, you will need to request a sticker to place at the back of your student ID badge. Showing the dated sticker to the screener will allow you to re-enter the building without screening again.
6. All employees and students are required to wear a procedure mask at all times anywhere in any of the Bruyère facilities. The mask should be applied as soon as it is received from the screening booth. If going outside for a smoke or break, ensure to have a spare mask brought with you and put on upon re-entering the building. Hand hygiene must be observed after removing the mask and before applying a new one.
7. Employees / Students who fail the screening will not be allowed in the building.
8. **Failure to the screening: Follow instructions in section B**
9. Students who pass the screening will be allowed in placement and receive a PPE donning and doffing education on their first day of placement during student orientation.

LTC only

10. Students in LTC are required to provide a negative COVID 19 test result the week prior to their placement start date (the exact date will be discussed with the instructor of the group or with the academic institution Placement Coordinator for consolidation students).
11. Students will be expected to test with the staff in LTC every two weeks during staff surveillance, following the bi-weekly testing schedule.

B. What to do if you fail the screening or have any symptoms of COVID-19:

1. If you are feeling unwell or have any symptoms, **do not** present yourself in placement.
2. Immediately, notify your clinical instructor or academic Institution placement Coordinator and your academic institution Occupational Health Office.
3. Students who fail the screening are required to immediately reach out to their academic Occupational Health Office and notify their clinical instructor (for instructor-led placement) or Faculty Advisor (for consolidation students) who in turn will notify the academic institution Placement Coordinator. The student is also required to notify the Bruyère Placement Coordinator at CDiby@bruyere.org or 613 562 6262, ext. 2262. The Bruyère placement coordinator will need to provide the name and contact information of the student to Bruyère's Occupational Health and Safety Services (OHSS) department for isolation and/or testing instruction, contact tracing and/or clearance to return, as applicable.
4. You may be instructed by your academic institution Occupational Health and Safety Services (OHSS) department to go immediately to the Brewer Screening Center, 151 Brewer Way in Ottawa (Bronson / Carleton University area) for a COVID-19 test. Other centers include the Heron center(refer to OPH website link for assessment centers for most updated list of screening centers:
<https://www.ottawapublichealth.ca/en/shared-content/assessment-centres.aspx#read>
5. If you are sent to the screening center or go independently, follow the instructions of the screening center for the rest of the process. Results take approximately 24 to 48 hours to return. You will be given instructions on how to access your results online.
6. Students whose results are positive are to self-isolate for 14 days and immediately notify Bruyère OHSS at 613, 562 6262 extension 3333, indicating where and when they presented for a shift last and leaving a contact number for follow up. After the isolation period, the student must be cleared by their

academic institution OHSS Office prior to returning to placement. They will also need to be cleared by Bruyère's OHSS department.

7. Students whose results are negative are to follow the instructions from their academic institution OHSS office and Bruyère's OHSS for clearance to return.
8. The academic institution will notify the agency Placement Coordinator of the cleared status of the student prior to the return of the student to the clinical environment. The placement Coordinator will relay the information to Bruyère OHSS for review and clearance.
9. Once clearance been received from OHSS, the Bruyère Placement Coordinator will notify the Clinical Manager (CM) of the student's placement unit that the student has been cleared to return to placement.

C. What to do if you are on shift and not feeling well or experiencing symptoms of COVID-19:

If you are experiencing one or more symptoms (Appendix A), you should:

1. Immediately stop any placement activities ensuring patient safety and notify the Bruyère OHSS office by contacting **613 562 6262 ext. 3333**
2. Notify the Clinical Manager of your placement unit by telephone
3. Notify your clinical instructor/Faculty Advisor and the office of your academic institution OHSS office
4. If directed by your school or the hospital Occupational Health Department, **immediately**, go to the Brewer Screening Center located at **151 Brewer Street, Ottawa** (in the region of Bronson/Carleton University) for screening.
10. Follow the instructions of the screening center for the rest of the process. Results take approximately 24 to 48 hours to return.
11. Please see above for process for clearance to return to placement.

D. Contact tracing process for COVID-19

1. Your collaboration will be required to identify any contacts you may have had
2. You will be contacted by the Bruyère OHSS and /or by public Health.
3. Day-to-day on-site attendance of preceptorship (consolidation) students must be tracked by the unit Clinical Manager (receiving organization)
4. **Students in consolidation/preceptorship:** Students must provide their contact information to the unit manager for contact tracing/exposure measures
5. **Clinical Instructors (CI):** must provide their personal contact information to the unit manager for contact tracing/exposure measures
6. **Students in group placements:** CI are required to have contact information for all students in their groups for contact tracing/exposure measures.

E. COVID-19 Outbreaks process and expectations for students (instructor-led group and consolidation students)

Important: An N95 mask is required when performing AGMP procedures for any patients and when providing care to COVID positive.

Note: A COVID unit refers to specific area dedicated to COVID patients. It is not a general unit that may be on outbreak. An outbreak unit is a general unit that may have one or more patients confirmed with COVID positive.

University students

Student assignment:

Students from universities may be assigned to COVID positive, Symptomatic, suspected patients or patients in isolation due to COVID-19 investigation and may provide care to these patients. Bruyère may reserve the right to deny an assignment of a COVID positive or suspected patient to students if the assignment may defer the learning experience for the student.

Aerosol Generated Medical Procedure (AGMP)

University students may provide Aerosol Generated Medical Procedure (AGMP) to COVID positive, symptomatic or suspected patients.

Patient Swabbing for COVID testing and or during surveillance:

Students from universities cannot participate in patient swabbing for COVID testing or during a surveillance exercise.

College students

Student assignment:

All college nursing students (Practical Nursing program), including Algonquin College and Collège La Cité cannot be assigned to COVID-positive or suspected patients and cannot do clinical placements on a "COVID" designated (labelled) unit. However, students may work in areas where there might be a high likelihood of COVID patients.

Aerosol Generated Medical Procedure (AGMP):

College students are not permitted to provide Aerosol Generated Medical Procedure (AGMP) to COVID positive, symptomatic or suspected patients.

Patient Swabbing for COVID testing and or during surveillance exercises:

Students from colleges cannot participate in patients' swabbing for COVID testing or during a surveillance exercise.

Isolation rooms

- Students from universities and colleges may be assigned to patients in isolation and or provide care to **non-COVID positive** patients or **asymptomatic** patients who are in isolation in the following situations:
 - 14 days post admission isolation rooms for patient who are non-COVID positive, asymptomatic or suspected patients: Mask, face shield, gown and gloves are required
 - Rooms with contact precaution (e.g. MRSA, VRE, ESBL, etc.): Mask, face shield, gown and gloves are required

Liability policy reference for colleges students (COVID-19)

"Consortium's Medical Malpractice Liability policy:


- Employees and Students of all 21 Ontario Colleges will not have any student placements conducted in COVID-19 wards within hospitals or other similar types of facilities
- Employees and Students of all 21 Ontario Colleges will not be involved in any medical related practices or work with patients who are confirmed to have COVID-19 (in all various types of placement related facilities including hospitals and long term care facilities)

As long as the above noted conditions are adhered to, the COVID-19 exclusion set forth under the Medical Malpractice Liability policy will not apply should the College, Employees or Students be named in legal action resulting from COVID-19 related allegations."

During an outbreak

1. If an outbreak declared on a unit with student, Bruyère may reassign the student based on direction from Infection Prevention & Control (IPAC) and OHSS. The situation will be assessed on a case by case basis and will depend in part on when last contact with the outbreak unit has been.
2. The placement is subject to suspension in an outbreak situation. Communication will be shared with the Bruyère student placements coordinator.
3. The academic institution will be advised by the Bruyère student placements Coordinator or by The Director of Nursing Professional Practice as soon as the information is made available.

Aerosol Generated Medical procedures (AGMPs)

Aerosol Generating Medical Procedures (as per PHO)		
What is an AGMP	What is NOT an AGMP	
<ul style="list-style-type: none"> ✓ Endotracheal intubation, including during CPR ✓ CPR during airway management (i.e. manual ventilation) ✓ Open airway suctioning ✓ Bronchoscopy (Diagnostic or Therapeutic) ✓ Autopsy ✓ Sputum Induction (Diagnostic or Therapeutic) ✓ Non-invasive positive pressure ventilation for acute respiratory failure (CPAP,BIPAP) ✓ High Flow Oxygen Therapy <p><small>**use a negative pressure room for AGMPs when available, when not available use private room with door closed</small></p>	<ul style="list-style-type: none"> ✗ Collection of an NP swab ✗ Ventilator circuit disconnect ✗ Chest compressions ✗ Chest tube insertion or removal (unless in setting for emergent lung rupture/pneumothorax) ✗ Coughing/expectorating sputum ✗ Oral suctioning or oral hygiene ✗ Gastroscopy/colonoscopy ✗ Laparoscopy (GI/Pelvic) ✗ ECT ✗ TEE ✗ C-section or vaginal delivery with the use of regional anesthesia ✗ Cardiac Stress Test 	<ul style="list-style-type: none"> ✗ Endoscopic retrograde cholangiopancreatography (ERCP) ✗ NG/nasojunal/gastrostomy/gastrojejunostomy/jejunostomy tube insertions ✗ Bronchial artery embolization ✗ Chest Physio (outside of breath stacking) ✗ Intranasal medication (i.e. naloxone) ✗ O2 delivered at < /= 6Lpm by NP, and < /= 15 Lpm by Venturi mask and non-rebreather <p style="text-align: right;">Bruyère </p>

Student/clinical instructor working in another institution on a unit that is currently on outbreak

1. If students/Clinical instructors are coming from an outbreak unit:
 - ❖ **Do not report for clinical placement at Bruyère**
 - i. 14 days of self-isolation is required from the last exposure to an outbreak unit
 - ii. Notify your academic institution Occupational Health Services (OHSS) and follow the steps in section B.
 - iii. Discussion between OHSS and the academic director for the program may be considered on a case by case basis if an expedited process was required or whether the student/instructor should be deemed essential.
 - iv. If the outbreak is declared over prior to the placement start date at Bruyère, then isolation would not be required following verification from the academic Institution OHSS that student is asymptomatic, used PPE consistently and followed usual Infection prevention and control precautions while working in outbreak area.

2. Return to Bruyère/placement start date:
 - When clearance is confirmed by Bruyère OHSS Services.
3. If students /Clinical instructors are working in another institution on a unit that is **not currently on outbreak**, no isolation period is required.
4. **For LTC placement:** students and clinical instructors are not permitted to work in another health care institution during their placement, this includes another Long term care home, hospital or retirement home, etc. No restrictions for non-nursing jobs outside health care institutions.

F. On Unit Safety Measures

Group size

- Group placement will be decreased by 50% for fall placements.
- Group size: Max of 3-4 students /group
- Only one clinical instructor per group/unit at a time
- May accommodate Day, evening and week-end shifts

Preceptorship student (consolidation): max of 3 consolidation students per unit

Consult the COVID-19 information page on the Bruyère InfoNet to obtain the most up to date information and safety reminders.

Even when wearing a mask, it is important to respect the 2 meter physical distancing rule as much as possible (understanding that it will not be possible when providing care to a patient).

When students remove their masks on break to eat, they must ensure physical distancing from others, practice proper hand hygiene, and disinfect the surface where they are eating with available disinfectant products. If this is not possible, students are asked to:

- Leave their mask on and seek an alternate location for their meals,
- Work together with their colleagues in break rooms to ensure physical distancing is maintained, or
- Change break schedules to stagger them more, whenever possible.

Equipment brought in by students (e.g. stethoscopes)

- Students may bring in their own stethoscopes. It is asked that they do not have any sleeves on them and that the equipment be disinfected with the wipes [not an alcohol swab] between patients.

Important considerations

a. Car pooling

- Masks should be worn when car-pooling with a another student or individual outside a student's bubble

b. Travelling before and during placement time

- **No isolation required except for INTERNATIONAL travel at this time.** Should student encounter a situation that would place them at risk, the screening tool would capture and additional follow up would take place with our department for assessment and recommendations.
- Students are encouraged to connect with Ontario Public Health (OPH) to obtain the latest information related to interprovincial travel before departing.
- Regardless of where individuals travel within Canada, we would continue to strongly encourage the usual precautions such as – physical distancing, masking, hand hygiene, avoiding touching face...

G. Vulnerable Health Care Worker form (Appendix B)

This form is recommended to be completed by students and reviewed at the school at the same time as immunization record prior to starting their placement only if they meet the criteria listed on the form. It would also need to be completed if the student's medical history changes and they now meet the criteria i.e.; become pregnant, cancer diagnosis, etc.

Bruyère does not require a copy of this form.

Appendix A – COVID-19 SYMPTOMS

Note: The symptoms may not be limited to the following:

Are you experiencing any NEW OR WORSENING symptoms?

- Fever
- Conjunctivitis (pink eye)
- Difficulty breathing or shortness of breath
- Cough
- Difficulty swallowing
- Loss of taste/smell
- New diagnosis of pneumonia
- Sore throat
- Runny nose or nasal congestion
- Digestive symptoms (including nausea, vomiting, diarrhea, abdominal pain)
- Unexplained fatigue/malaise or myalgia (muscle pain)
- Chills
- Different or worsening Headaches



Screening Tool for COVID-19

Personal information is being collected by Bruyère for COVID-19 screening purposes.

Date:	Location: <input type="checkbox"/> ÉBH <input type="checkbox"/> SVH <input type="checkbox"/> SLR <input type="checkbox"/> ÉBR		
First name: (Please Print)	Last name: (Please Print)		
Dept./Unit/Service:		Phone:	

**Are you experiencing any
NEW OR WORSENING SYMPTOMS listed in section #1 and #2?**
If YES, identify your symptom(s) from the list below.

1. <input type="checkbox"/> Fever	<input type="checkbox"/> Loss of taste/smell	<input type="checkbox"/> Runny nose or nasal congestion
<input type="checkbox"/> Difficulty breathing or shortness of breath	<input type="checkbox"/> New diagnosis of pneumonia	<input type="checkbox"/> Digestive symptoms (including nausea, vomiting, diarrhea, abdominal pain)
<input type="checkbox"/> Cough	<input type="checkbox"/> Sore throat	
<input type="checkbox"/> Conjunctivitis (pink eye)	<input type="checkbox"/> Difficulty swallowing	
2. <input type="checkbox"/> Unexplained fatigue/malaise or myalgia (muscle pain)	<input type="checkbox"/> Different or worsening Headaches	<input type="checkbox"/> Chills
3. Have you travelled internationally (anywhere outside Canada) within the past 14 days?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4. Have you been in close contact outside of the workplace with a confirmed case of COVID-19 OR had close contact with a person who has any of the above symptoms (section #1 and #2) within the last 14 days?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
5. Have you worked any shift on a declared COVID-19 outbreak unit in another healthcare organization other than Bruyère, Élisabeth Bruyère Residence or Saint-Louis Residence within the last 14 days?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
6. Have you cared for a probable or confirmed COVID-19 case in another healthcare organization other than Bruyère, Élisabeth Bruyère Residence or Saint-Louis Residence within the last 14 days? – If yes, have you been cleared to return to work by OHSS?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
7. a) For Élisabeth Bruyère Residence employees : have you worked for any Long Term Care home, Retirement Home or healthcare organization other than Bruyère (Élisabeth Bruyère Hospital and Saint-Vincent Hospital) and Élisabeth Bruyère Residence since midnight Tuesday, April 21?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
b) For Saint-Louis Residence employees : have you worked for any Long-Term Care home, Retirement Home or healthcare organization other than Saint-Louis Residence since midnight Tuesday, April 21?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

I declare that the information shared is true to the best of my knowledge.

Signature:

Outcome of screening: Passed screening Failed screening

Screener Signature:

Date:

Appendix B – “COVID-19 related vulnerable Health Care Worker” form

Vulnerable Healthcare Worker (HCW) Identification Form	
Name: _____	EE ID: _____
Position: _____	Department: _____
<p>This self-reporting form is for those who report they meet a criteria as a “vulnerable worker” related to COVID19 identified in this document. Those who self-identify as “vulnerable” according to the guidelines below are recommended to not provide patient care for a probable or confirmed case of COVID19. The following form must be completed and returned to Occupational Health & Safety Services (OHSS).</p>	
<input type="checkbox"/> Over the age of 70	
<input type="checkbox"/> Pregnant	
<input type="checkbox"/> Cardiovascular disease i. History of myocardial infarction, or ongoing uncorrected CCS class 4 angina (i.e. rest angina) ii. Severe CHF (NYHA Class IV or AHA Stage D)	
<input type="checkbox"/> Diabetes mellitus i. Associated with end-organ damage (neuropathy, retinopathy, nephropathy, previous amputations), or recent HgBa1C > 8.5%.	
<input type="checkbox"/> Chronic respiratory disease (moderate to severe) i. Asthma with daily symptoms and daily use of short-acting beta-adrenergic agents (e.g. Ventolin) ii. COPD with GOLD class 3 or 4 iii. Any other lung disease with PFT findings (TLC, FEV1, or DLCO) 50% or lower (i.e. classified by ATS as Moderate-Severe or worse)	
<input type="checkbox"/> Cancer i. “Active” cancer currently undergoing chemotherapy or radiotherapy ii. “Active” hematologic cancer, other than CLL, regardless of therapy	
<input type="checkbox"/> Immunosuppression as defined in previous QCH IPAC documents	
i. Post receipt of bone marrow or solid organ transplant; advanced HIV infection;	
ii. Congenital immunodeficiencies;	
iii. Immunodeficiency due to acute or chronic leukemia;	
iv. Severe immunodeficiency due to blood dyscrasias, lymphomas, or other neoplasms affecting the bone marrow or lymphatic systems;	
v. Immunosuppressive treatment for any malignant solid tumors;	
vi. Receipt of chemotherapy, extensive radiation therapy, azathioprine, cyclosporine, cyclophosphamide, TNF α inhibitors (infliximab, etanercept, adalimumab etc.) high-dose corticosteroid (20mg/day or more of prednisone or its equivalent for 14 days or more) or other immunosuppressive medications methotrexate >0.4mg/kg/week.	
Staff Signature: _____	Date: _____
Physician Signature: _____	Date: _____
(If possible, to obtain but not required)	