

Corrections Outbreak Checklist 4

Roles and Responsibilities

AHS Workplace Health & Safety Nurse

All HCW/staff are responsible to review and be familiar with the [Guide for Outbreak Prevention & Control in Provincial Correctional Centres](#) and site-specific processes. This checklist is used in combination with those resources to outline the roles and responsibilities for the AHS Workplace Health & Safety Nurse before, during and after an outbreak. These actions help protect everyone at the centre and ensure a coordinated response.

Task/Responsibility	Timeline/ Frequency ⁱ
<input type="checkbox"/> Maintain familiarity with the Guide for Outbreak Prevention & Control in Provincial Correctional Centres .	Ongoing
<input type="checkbox"/> Update internal outbreak resources for management of AHS HCW/staff.	As required
<input type="checkbox"/> Complete symptom assessment and surveillance of AHS HCW/staff.	Ongoing
<input type="checkbox"/> Provide follow-up and return-to-work guidance for exposed, confirmed and symptomatic AHS HCW/staff.	As required
<input type="checkbox"/> Document AHS HCW/staff health and relevant immunization status.	As required
<input type="checkbox"/> Assess AHS HCW/staff risk of exposure to confirmed or symptomatic residents in collaboration with the AHS Infection Control Practitioner/designate.	As required
<input type="checkbox"/> Participate in the Outbreak Management Team.	As required
<input type="checkbox"/> Participate in a post outbreak debriefing to review and evaluate outbreak management and make recommendation for improvement.	Post outbreak

ⁱ **Ongoing:** Tasks that are completed throughout the outbreak period

As required: Complete task according to need (as necessary)

Post outbreak: Complete after the outbreak is ended