

NOTE: To be completed by Unit Manager or designate as guided by IPC

Required Notifications			
Site ICP	IPC Director	Unit Manager/Designate	Site Manager/Patient Care Director
<input type="checkbox"/> Notify MOH <input type="checkbox"/> Notify Unit Manager or designate <input type="checkbox"/> Notify Site Manager or Patient Care Director	<input type="checkbox"/> Notify zone leadership and IPC Senior Operating Officer via Urgent Issues Form	<input type="checkbox"/> Notify unit staff and implement Tier 2 measures <input type="checkbox"/> Notify ES that unit requires Tier 2 measures	<input type="checkbox"/> Notify all relevant departments and all physicians on the unit that an outbreak has been called and provide details on bed closures and any exceptions

Roles and Responsibilities Checklist			
Infection Control Professional (ICP)	Unit Manager/Designate	Environmental Services (ES)	Patient Nurse
<input type="checkbox"/> Activate all outbreak procedures and forms <input type="checkbox"/> Obtain exposure investigation number (EI#) <input type="checkbox"/> Review all practices onsite to ensure CDI Checklist and Tier 1 measures are implemented, including routine practices, and that additional precautions are being followed <ul style="list-style-type: none"> <input type="checkbox"/> Consult with ES, unit manager, physicians and nursing staff <input type="checkbox"/> Consider strain typing of positive isolates under guidance of IPC Director, IPC Medical Director and laboratory Note: Unit will be considered for reopening in consultation with the MOH	<input type="checkbox"/> Establish a geographic cohort of CDI and non-CDI patients <input type="checkbox"/> Ensure there is adequate staffing to assign staff to CDI and non CDI patients separately on all shifts <input type="checkbox"/> Complete daily line list and submit to site ICP <input type="checkbox"/> Make every effort to provide access for hand hygiene for visitors, staff and physicians coming onto and leaving the unit (e.g. repurposing the staff bathroom, mobile alcohol based hand rub stations, etc.)	<input type="checkbox"/> Perform discharge/transfer isolation clean for ALL discharged patients (both CDI positive and CDI negative patients)	<input type="checkbox"/> During specimen collection ensure all specimens are sent using the exposure investigation number (EI#)
Medical Officer of Health (MOH)		Physician	Other
<input type="checkbox"/> Organize and facilitate outbreak management meetings including the site manager, unit manager, ES, pharmacy, physicians and Medical Officer of Health as available <ul style="list-style-type: none"> ○ Close the unit to admissions and transfers. Note: units with a specialized focus of care may continue to admit patients requiring this type of care ○ Consider restricting visitors during high burden of cases if a volunteer cannot be recruited to communicate with and teach visitors about correct hand hygiene and use of PPE 		<input type="checkbox"/> Ensure PPCO is in place for each CDI patient	<input type="checkbox"/> Specific strategies may be put into place at discretion of outbreak management team

Discontinuation of Tier 2

- Refer to patient specific CDI checklist for discontinuation of individual CDI precautions

The MOH will make the decision to end the outbreak. IPC will notify the unit manager and Environmental services when Tier 2 measures can be discontinued. This recommendation will be based on transmission and symptomatic cases.

**This document is intended as a guide, specific control measures may be added in each unique situation