

Outbreak Management Team Meeting (OMT) Agenda

Date:

Time:

Unit:

Item		Presenter
1.	Welcome and introductions	Chair
2.	Approval of agenda	All
3.	Review previous notes/actions	All
4.	Updates 4.1 IPC 4.2 Unit manager / charge nurse 4.3 WHS/OHS 4.4 The AHS Public Health Outbreak Team (MOH/CDC/SHE) 4.5 Bed management	
5.	Patient movement	Presenter
6.	Round table	Presenter
7.	First meeting only – meeting chair	All
8.	Next steps / review of action items	Chair
9.	Date of next meeting	Chair
10.	Adjournment	Chair

Attendees: Site Administration, Site Medical Director, Program Chief, Program Executive Director, Patient Care Manager, Unit Manager, Bed Management / Transition Services, Environmental Services, Allied Health, Infection Prevention and Control (IPC), IPC Site Medical Director, Workplace Health & Safety (WHS) / Occupational Health Safety (OHS), the AHS Public Health Outbreak team, others as applicable

For sites that are combined acute care and congregate settings, OMT must include representation from both.