

Corrections Outbreak Checklist 1

Roles and Responsibilities

AHS Public Health Outbreak Team

This checklist outlines the roles and responsibilities for the AHS Public Health Outbreak Team when an outbreak is declared in a provincial correctional facility. These actions help protect everyone at the facility and ensure a coordinated response to the outbreak. For more information, refer to the [Guide for Outbreak Prevention & Control in Provincial Correctional Centres](#) and internal processes.

Task/Responsibility	Timeline / Frequency ⁱ
<input type="checkbox"/> Develop, maintain, and publish provincial outbreak resources.	Ongoing
<input type="checkbox"/> Review initial notification from the centre and determine if an outbreak will be opened.	As required
<input type="checkbox"/> Recommend that centres implement outbreak control measures.	Ongoing
<input type="checkbox"/> Recommend specimen collection and provide ProvLab EI number.	Ongoing
<input type="checkbox"/> Advise centre staff how to report ill residents and staff.	As required
<input type="checkbox"/> Consult on resident isolation.	Ongoing
<input type="checkbox"/> Consult on AHS HCW/staff management.	Ongoing
<input type="checkbox"/> Provide direction on restrictions to admissions/transfers/discharges in consultation with AHS Site Health Services Manager/designate and CSD Centre Director/designate.	Ongoing
<input type="checkbox"/> Make recommendations regarding group activities.	Ongoing
<input type="checkbox"/> Report outbreak to Alberta Health / AHS Public Health executive team and complete notifications and alerts.	As required

<input type="checkbox"/> Respond to media inquiries in consultation with AHS Communications.	As required
<input type="checkbox"/> Monitor outbreak progress and provide consultation.	Ongoing
<input type="checkbox"/> Participate in Outbreak Management Team meetings.	Ongoing
<input type="checkbox"/> For influenza outbreaks: <ul style="list-style-type: none"> • Consult on management of unimmunized AHS HCW/staff. • Consult on oseltamivir (Tamiflu) prophylaxis for eligible residents and for unimmunized AHS HCW/staff. 	Ongoing
<input type="checkbox"/> Declare the outbreak over and advise when to lift restrictions.	As required
<input type="checkbox"/> Participate with program leads to review and evaluate outbreak management and make recommendations for improvement.	Post outbreak

ⁱ **Ongoing:** Complete task throughout the outbreak period
As required: Complete task according to need (as necessary)
Post outbreak: Complete after the outbreak is ended