

# Corrections Outbreak Checklist 1

## Roles and Responsibilities

### AHS Public Health Outbreak team

This checklist outlines the roles and responsibilities of the AHS Public Health Outbreak team when an outbreak is declared in a provincial correctional centre. These actions help protect everyone at the centre 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 <sup>i</sup>
<input type="checkbox"/> Develop best practice recommendations for outbreak prevention and control. 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"/> Direct implementation of best practice outbreak control measures.	Ongoing
<input type="checkbox"/> Direct outbreak specimen collection and provide ProvLab EI number.	Ongoing
<input type="checkbox"/> Provide contact information and instructions on how to complete daily reporting of ill clients and staff.	As required
<input type="checkbox"/> Monitor outbreak progress.	Ongoing
<input type="checkbox"/> Consult on outbreak control measures such as: <ul style="list-style-type: none"><li>• Client medical isolation</li><li>• Mask and eye protection for HCW/staff during respiratory illness outbreaks</li><li>• Antiviral prophylaxis during influenza outbreaks</li><li>• Outbreak environmental cleaning</li><li>• Group activities</li><li>• Safe visiting</li></ul>	As required

<ul style="list-style-type: none"> <li>• Restrictions to admissions, transfers and discharges in consultation with AHS Site Health Services Manager/designate and CSD Centre Director/designate.</li> <li>• Food service modifications</li> <li>• AHS HCW/staff management during influenza outbreaks.</li> </ul>	
<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"/> Participate in outbreak management team meetings.	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

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