

Corrections Outbreak Checklist 2

Roles and Responsibilities

AHS Infection Control Practitioner/designate or IPC Medical Lead

This checklist outlines the roles and responsibilities of the AHS Infection Control Practitioner/designate or IPC medical lead before, during and after an outbreak. These actions help protect everyone at the centre and ensure a coordinated response.

For more information, refer to the [Guide for Outbreak Prevention & Control in Provincial Correctional Centres](#) and site-specific processes.

Task/Responsibility	Timeline / Frequency ⁱ
<input type="checkbox"/> Maintain familiarity with and present annual HCW/staff education on the Guide for Outbreak Prevention & Control in Provincial Correctional Centres .	Ongoing
<input type="checkbox"/> Promote staff awareness of outbreak measures, including when and how to report symptomatic clients to the AHS Public Health Outbreak team.	Ongoing
<input type="checkbox"/> Advise the AHS Site Health Services Manager/designate of required supplies for outbreak management (such as PPE and specimen collection kits).	Ongoing
<input type="checkbox"/> Assist in providing training for specimen collection as requested by the AHS Site Health Services Manager/designate.	Ongoing
<input type="checkbox"/> Complete initial notification following the internal notification process if requested by the AHS Site Health Services Manager/designate or the AHS Public Health Outbreak team.	Immediate
<input type="checkbox"/> Coordinate the implementation of infection prevention and control measures for symptomatic or confirmed clients. Do not wait until there is a confirmed pathogen. <ul style="list-style-type: none">• Ensure routine and additional precautions are in place and collaborate with CSD staff to medically isolate symptomatic clients.• Post additional precaution signage.	Ongoing

Task/Responsibility	Timeline / Frequency ⁱ
<input type="checkbox"/> Coordinate the collection of outbreak specimens when requested by the AHS Site Health Services Manager/designate.	As required
<input type="checkbox"/> Obtain reports on the clinical status of confirmed or symptomatic clients. Work with staff to identify newly symptomatic clients.	Ongoing
<input type="checkbox"/> Direct the implementation of control measures for complex outbreaks if recommended by the AHS Public Health Outbreak team.	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 recommendations for improvement.	Post outbreak

ⁱ **Immediate:** Complete task as soon as possible throughout the outbreak

Ongoing: Complete task throughout the outbreak period

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

Post outbreak: Complete after the outbreak is ended