

Shelter Outbreak Checklist

Checklist to prevent and manage outbreaks

All staff share responsibility for keeping clients safe. This checklist provides general measures for staff to complete before, during and after an outbreak. Refer to the [Guide for Outbreak Prevention and Control in Shelter Sites](#) for more details. If applicable, follow site-specific processes.

Everyday prevention measures (before, during and after an outbreak)

- Post signs to remind symptomatic staff and visitors not to enter the shelter.
- Advise staff to stay home when sick.
- Practice frequent hand hygiene and respiratory etiquette.
- Follow routine food safety practices.
- Clean and disinfect high touch areas such as doorknobs and washrooms.
- Identify available isolation space(s) for symptomatic clients.
- Monitor to identify newly symptomatic clients.
- Place symptomatic clients in an area away from others.
- Call the AHS Population Public Health Support Team (PPHST) at 1-844-343-0971 if there are an unusual number of newly symptomatic clients and follow all recommendations.

During an outbreak

- Follow all recommendations made by the AHS Public Health Outbreak Team.
- Notify administration, staff, clients, and other service providers of the outbreak.
- Report additional symptomatic clients and/or staff.
- Wear PPE when interacting with symptomatic clients.
- Perform enhanced cleaning and disinfection.
- Post outbreak signage at the entrance of the shelter.
- Limit client handling of shared food and utensils.
- Cancel or postpone non-essential group activities.