

The facility/unit's ability to accept admissions/transfers/discharges (e.g., whether the unit is open or restricted) will be determined by Public Health at the time the outbreak is declared.

- If MOH/Public Health advises that the facility/unit status is “**open**,” then admissions, transfers, and discharges may proceed following usual non-outbreak processes.
- MOH/Public Health may determine that the facility / unit is “**restricted**.” This would mean that admissions, transfers, and discharges should be paused or delayed until MOH/Public Health determines the restrictions may be lifted.
 - The scope of unit restrictions is typically dependent on the extent of the outbreak activity within the facility (one unit, one floor, one wing or the entire facility), the ability to cohort HCW to affected areas, and severity of the outbreak (e.g., many residents and HCW affected, new cases continue to develop in spite of implemented control measures).

Implementation of restrictions may not be possible or recommended due to resident circumstances or operational need (including bed pressures).

The Risk Assessment Worksheet (RAW) is intended for use during respiratory outbreaks where either the sending or receiving site are on movement restrictions for patients/residents. The RAW is a tool to facilitate the sharing of information between sites and to ensure the necessary actions are in place prior to considering approval of the movement of patients/residents. For respiratory virus outbreaks (e.g. COVID-19, influenza etc.), complete the Risk Assessment Matrix below to determine if the RAW should be used.

For transfers between acute care units/sites, do not use RAW process; instead consult site Infection, Prevention and Control (IPC).

For routine gastrointestinal (GI) or unusual/uncommon outbreaks (e.g. iGAS, verotoxigenic E coli), consult the MOH/Public Health outbreak lead regarding the use of the RAW process.

The RAW form can be accessed at: <https://www.albertahealthservices.ca/frm-19669.pdf>

Risk Assessment Matrix

Please follow the matrix below to determine if a RAW is required. See Notes below for moves to or from non-congregated home settings.

Note: All North Zone RAW Required must go to MOH/MOH designate for approval NZOutbreakCDTeam@ahs.ca

SENDING SITE (Acute Care/Congregate Care)

		SENDING SITE (Acute Care/Congregate Care)			
		No Outbreak	Unit/Site On Outbreak with NO RESTRICTIONS	Unit/Site On Outbreak for COVID-19 AND/OR Influenza WITH RESTRICTIONS	
RECEIVING SITE	Congregate Care (excluding acute care and hospice) Site Status	No Outbreak	Proceed with discharge <i>No RAW required</i>	Proceed with discharge <i>No RAW required</i>	MOH Pre-approved if precautions in place <i>RAW Required</i>
		Unit/Site On Outbreak with NO RESTRICTIONS	Proceed with discharge <i>No RAW required</i>	Proceed with discharge <i>No RAW required</i>	MOH Pre-approved if precautions in place <i>RAW Required</i>
		Unit/Site on Outbreak for COVID-19 AND/OR Influenza WITH RESTRICTIONS	MOH Pre-approved if precautions in place <i>RAW Required</i>	MOH Pre-approved if precautions in place <i>RAW Required</i>	MOH Pre-approved if precautions in place <i>RAW Required</i>
	Hospice Site Status	No Outbreak	Proceed with Discharge <i>No RAW required</i>	Proceed with Discharge <i>No RAW required</i>	Proceed with Discharge <i>No RAW required</i>
		Unit/Site On Outbreak with NO RESTRICTIONS	Proceed with discharge <i>No RAW required</i>	Proceed with discharge <i>No RAW required</i>	Proceed with Discharge <i>No RAW required</i>
		Unit/Site on Outbreak for COVID-19 AND/OR Influenza WITH RESTRICTIONS	MOH Pre-approved if precautions in place <i>RAW Required</i>	MOH Pre-approved if precautions in place <i>RAW Required</i>	MOH Pre-approved if precautions in place <i>RAW Required</i>

Risk Assessment Matrix Resources

Legend for RAW Matrix:

- **Green** boxes indicate that a RAW is not required. Formal MOH approval is not required to support the transfer.
- **Yellow** boxes indicate a RAW is required. MOH has provided pre-approval to support client relocation providing the RAW has been completed and both the sending and receiving sites are in agreement with the transition.
 - Receiving sites should retain a copy of the completed RAW in the client's file. There is no need to forward the RAW to CDC.

Precautions in Place: See RAW for receiving site for description of precautions that must be in place. If the receiving site is able to answer yes to all applicable questions the admission may proceed with MOH preapproval. Ensure RAW has been completed.

Notes:

- **Non-congregated home settings** (personal residences) are considered a "No Outbreak" site on the matrix, unless the client/someone in the home has tested positive or is on isolation.

Refer to the Process for Escalation section below if agreement to the admission/transfer/discharge between the sending and receiving site cannot be reached using the matrix and risk assessment worksheet alone.

Risk Assessment Worksheet Escalation Process

Process for Escalation if site is not able to answer "yes" to all applicable questions on the RAW:

- Calgary Zone: For Congregate Care sites contact Zone Transition Services Leadership; For Hospice sites consult zone PEOLC Leadership.
- Central Zone: For individuals returning to their home/existing bed follow existing zone process. For new placements consult Central Zone Continuing Care Placement
- Edmonton Zone: Contact Zone Transition Services Leadership.
- For North Zone: Consult Outbreak Lead/MOH designate.
- For South Zone: Consult Outbreak Lead/MOH designate.