

Limits on Use & Access of Contractors to AHS Sites

This document is to provide to support to AHS sites regarding the COVID-19-related necessity to limit the access of contractors at all AHS sites.

Considerations and Assumptions:

AHS will limit the use of contractors based on criticality of service provided. The following provides current assumptions on those services deemed critical to enable AHS to ensure continuity of service critical to our COVID-19 pandemic response:

- Any type of service or technical staff to either train on or service critical equipment (e.g. medical or building or facilities).
- Delivery or courier staff needing access to our facilities for supply delivery. Will be accessing loading docks mostly.
- Temporary staffing agency personnel (e.g. nursing and other healthcare workers deemed critical).
- Additional contracted staff may be needed in future and deemed critical to deliver essential services (e.g. building operations).
- Third party service operators (e.g. housekeeping, laundry, retail, etc.).

Determination of Contractors required for construction and equipment installation projects deemed essential by AHS Executive:

- Capital Management will review current projects underway and identify those deemed essential to continue, for approval by AHS executive. This will include projects both under the direction of AHS and those under the direction of Alberta Infrastructure.
- There may be projects underway, or projects identified over the course of the pandemic response (e.g. additional ICU beds) that will be deemed essential or appropriate to continue.

Impact on Contracts and Communication to Contractors:

- CPSM will release a broad vendor communication of this strategy to the marketplace (e.g. Alberta Purchasing Connection/Alberta Buildworks and/or email to vendors in our AP system)
- Vendor inquiries will be directed to CPSM.CustomerSupport@albertahealthservices.ca.

Attendance of Contractors on AHS sites:

- Any contractor/vendor attending AHS sites will be required to follow the protocols established for AHS staff, including using the online COVID-19 Self-Assessment Tool for Healthcare Workers: <https://myhealth.alberta.ca/Journey/COVID-19/Pages/HWAssessLanding.aspx>.
- **Contractors/vendors who are not entering AHS sites or interacting with AHS staff, do not require screening.**
- Where contractors are attending at a green field site or a site under construction and where the site is not in operation (e.g. GP Regional Hospital, Willow Square Continuing Care and Calgary Cancer Centre), these guidelines will not apply.

Attendance of Contractors Arriving From Out of Country:

- On a limited basis, approval will be provided by the applicable ZEOC for necessary contractors to attend to perform essential services.
- At present, this is expected to be limited, and from the U.S. only.
- Approved contractors attending from out of country (U.S.), will be exempt from the 14 day isolation period tied to necessity to attend to critical needs.
- Appropriate PPE will be provided and will be case dependent on area of access, etc.