



Continuing Care Communicable Disease Emergency Response Guide (CDERG) Tipsheet

Purpose

The Continuing Care Communicable Disease Emergency Response Guide (Guide) helps Continuing Care operators create and implement their own Communicable Disease Emergency Response Plan (CDERP) during a communicable disease emergency.

This tipsheet provides key steps for managers, leaders, and staff to turn the Guide into a site-specific plan that meets the needs of individuals receiving continuing care services.

Guiding Resources

The following guiding resources form a foundation for developing a CDERP. Continuing Care managers, leaders, and staff should review and refer to these resources to help build a strong communicable disease emergency response plan. Refer to the [Process Tree](#) in this document for an overview of steps.

- Guide: <https://www.albertahealthservices.ca/assets/info/seniors/if-sen-cdem-communicable-disease-emergency-response-guide.pdf>
- Outbreak Management: <https://www.albertahealthservices.ca/cdc/Page18153.aspx>
- Alberta Notifiable Disease Guidelines <https://www.alberta.ca/notifiable-disease-guidelines>
- Infection Prevention & Control: <https://www.albertahealthservices.ca/ipc/ipc.aspx>
- Emergency & Disaster Management: <https://www.albertahealthservices.ca/info/Page17707.aspx>

Key Actions for Managers and Leaders

Assess your organization’s CDERP knowledge and experience

| Novice | Proficient | Expert |
|--|---|---|
| No CDERP in place | CDERP exists | CDERP in place |
| Staff have no experience with developing, documenting, or evaluating a CDERP | Staff have limited experience with reviewing, revising, or evaluating a CDERP | Staff are experienced in reviewing, revising, and evaluating a CDERP |
| | | May include specialized training in communicable disease emergency response |

CDERG Tipsheet

For more information, contact continuingcare@assistedlivingalberta.ca

Updated: May 2026



Complete the recommended actions based on experience level

| Experience Level | Recommended Actions |
|--------------------------|---|
| <p>Novice</p> | <ol style="list-style-type: none"> 1. Read the Guide and resources specific to your care type (e.g., Home and Community Care [HCC], Continuing Care Home [CCH]). 2. Refer to the Minimum Requirements (Chapter 3) and Checklists in the Guide (Appendices 1-6) to start building your CDERP. 3. Ensure all roles and responsibilities identified in the Guide and Checklists are considered and assigned as appropriate. Note where processes are located or where responsibility sits in your organization for determining the process (e.g., Site Quality Committee, Resident and Family Council). 4. Identify any processes that are outstanding or incomplete and assign an appropriate team member to complete (e.g., staff education). 5. Develop and implement annual staff education. 6. Create and implement a simulation exercise to practice specific processes within your CDERP (e.g., vaccination clinic, providing care to symptomatic residents). 7. Evaluate your CDERP and action any areas of improvement. 8. Once your CDERP is finalized, communicate to staff, clients, designated family/ support persons (DFSP) and other stakeholders. |
| <p>Proficient</p> | <ol style="list-style-type: none"> 1. Review the Guide and any additional resources needed. 2. Review your existing CDERP to determine if it meets with the Minimum Requirements (Chapter 3) and Checklists (Appendices 1-6) in the Guide. 3. Incorporate additional considerations (Chapter 3) of the Guide, where applicable. 4. Ensure roles and responsibilities identified in the Guide and Checklists are considered and assigned as appropriate. 5. Identify any processes that are outstanding or need revision and assign an appropriate team member to complete. 6. Ensure staff education is completed annually at minimum. 7. Implement a simulation exercise to practice specific processes within your CDERP (e.g., vaccination clinic, providing care to symptomatic residents). 8. Evaluate your CDERP and action any areas of improvement. |



| | |
|----------------------|---|
| <p>Expert</p> | <ol style="list-style-type: none"> 1. Review your existing CDERP to determine if it meets the Minimum Requirements, additional considerations (Chapter 3) and Checklists (Appendices 1-6) in the Guide. 2. Identify any processes that are outstanding or need revision and assign an appropriate team member to complete. 3. Ensure staff education is completed annually at minimum. 4. Conduct a simulation exercise to practice specific processes within your CDERP (e.g., vaccination, providing care to symptomatic residents). 5. Evaluate your CDERP and action any areas of improvement. 6. Communicate to staff, clients, DFSP and stakeholders when CDERP is finalized. |
|----------------------|---|

Process Tree

