

ARBUTUS POINT

DENTAL CENTRE

COVID-19 Safety Plan

This document represents the Arbutus Point Dental Centre re-opening plan that begins on 30 June 2020. Its objectives are to enhance safety, protect the team, and reduce the risk of community transfer.

STEP 1: RISK ASSESSMENT

The Safety Plan has been developed after undertaking a risk assessment of the following:

- Reception
- Clinical operatories
- Areas where employees gather (sterilization area, lunch room)
- Shared equipment (x-ray processing station, sterilization equipment, lunch room equipment)
- Common high touch areas (door handles)
- Deliveries

GENERAL REMINDERS

- Keep 2 m distance from others when possible
- Clean your hands often using soap water or an alcohol-based hand sanitizer
- Avoid touching your face
- Cover your cough or sneeze
- Stay home when you are sick
- Clean and disinfect frequently touched surfaces

STEP 2: PROTOCOLS TO REDUCE THE RISKS

1st Level of Protection: Elimination

- Staggered patient scheduling to maximize physical distancing
- Staggered lunch breaks to maximize physical distancing
- Patients will wait outside till temperature-screened and prompted to enter (no waiting in reception)
- Current occupancy limits: 30 persons maximum in the clinic at the same time
(10 in reception, 4 in Op1, 3 in Op2, 3 in Op3, 3 in Op4, 2 in sterilization area, 1 in washroom, 3 in lunch room, 1 in private office)
- All patients shall be screened for COVID-19 by phone or email prior to appointments
- Upon arrival, all patients shall have their temperature taken by a touch-free thermometer outside the clinic and shall be required to attest to the responses given during prior phone/email screening
- Only patients who screen negative for COVID-19 shall be invited to enter the clinical areas for treatment
- All patients who screen as suspected or positive for COVID-19 risk factors will not be treated, or treated with enhanced PPE, or referred to an appropriate facility for care

2nd Level of Protection: Engineering controls

- Clear plastic screens at reception will provide a barrier between patients and receptionist, where 2 m of physical distancing is not possible
- Five medical grade Surgically Clean Air air purifiers (one at reception, one in each operatory) will mitigate airborne contaminants and other pathogenic bio-aerosols above and beyond the BCCDC guidelines
- Posters reminding occupants to maintain 2 m distance from others

3rd Level of Protection: Administrative controls

Requirements for employees:

- Must wash or sanitize hands:
 - each time they enter the clinic

- before and after contact with patients
- after contact with contaminated surfaces or equipment
- in between procedures and after removing PPE, following established protocols
- Must stay home if feeling unwell
- Must go home if start to feel unwell during the day
- Must sanitize own workspace daily
- Common areas sanitized upon arrival and throughout the day

Requirements for patients:

- must wash or sanitize hands upon entry to the clinic
- must have their temperature taken with a touch-free thermometer and their temperature documented
- must wear an ASTM level 1 mask if the risk of COVID-19 infection is "moderate" or "high"
- must rinse for a minimum of 60 seconds with a pre-procedural rinse of 1% hydrogen peroxide, or similar
- must wash or sanitize hands before leaving the clinic

Fourth Level of Protection: PPE

- Masks are available when physical distancing is not possible
- Masks and other PPE usage will follow the protocols from the latest version of the BCDA Return to Practice Manual (mask, eyewear, gloves, scrubs EXCEPT for aerosol-generating procedures when patient screens positive for COVID-19 risk factors: fit-tested N95, eyewear, gloves, long-sleeved gown; or referral)

STEP 3: POLICIES

Illness

- Employees must stay home if feeling ill
- If starting to feel ill while at work, employee must notify the employer via email and go home
- If employee becomes seriously ill (difficulty breathing, chest pain, etc.) while at work, call 911
- Any employee who has **been in contact with a COVID-19 positive person** must immediately notify the employer by email and must self-isolate and monitor for symptoms for 14 days. If the self-isolating employee develops COVID-19 symptoms during this period, they must continue to isolate further for a minimum of 10 days
- If an employee **develops COVID-19 symptoms while at work**, they must immediately wear a mask, notify the employer by email and go home
- If an employee **develops symptoms (or tests positive for COVID-19) after having been at work**, they must immediately notify the employer by email and remain at home
- Areas exposed to the reporting employee will be promptly cleaned and disinfected
- Return to work for any isolating employee must be approved by the employer

Travel

- Government of Canada has recommended avoiding all non-essential travel outside of Canada until further notice
- Employees must self-isolate for 14 days after travelling outside of BC

Deliveries

- Mail and lab cases will be pushed through the mail slot or left on the reception desk
- Package deliveries will be left at reception to avoid having delivery persons enter the clinical areas

STEP 4: COMMUNICATION AND TRAINING

- This Safety Plan was rolled out as follows:
 - draft plan circulated to all employees
 - finalized plan posted on clinic website, at the work site
- Employees have reviewed the policies for staying home when sick
- New employees will be provided with this Safety Plan during orientation
- Signage posted at the clinic entrance indicating who is restricted from entering, including visitors and workers with symptoms
- This plan will be revised as new information is made available and employees will be notified of any updates or changes.