

BEST PRACTICES FOR PROGRAMS

Reviewed by Dr. Adam Lund, ePACT's Medical Advisor

COVID-19 is an ever-changing situation, and communities are moving through varied recovery strategies. Information provided here is drawn from best known evidence at the time of writing. Please consult national, state or provincial and local resources, as well as government requirements and industry advice from your own sector to ensure broadest compliance to the evolving standards.

1 MAKE SURE YOU HAVE UPDATED INFORMATION FOR ALL PARTICIPANTS



CAMP LONSDALE
EMERGENCY FORM

CHARLES BILLINGS-LONSLLEY

Organization Member Name: Charles Billings-Lonsley
DOB: 2007-12-29
Gender: Male
ID: 2372
Session: Summer
Leader:

IMPORTANT MEDICAL INFORMATION

Allergies
Food allergies
Medications
Head injury (including concussions)
High or Low Blood Pressure

MEMBER CONTACT DETAILS

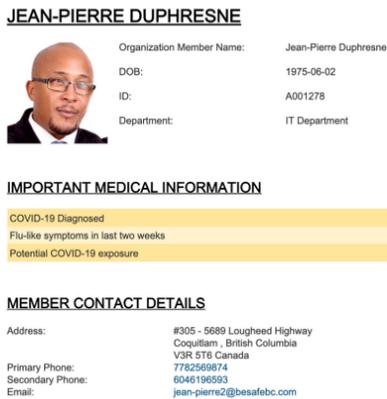
Address: #1285 - 1860 Broughton St
Vancouver, British Columbia
V7Y 6T5 Canada

MEDICAL INFO

Submitted

- Make submission mandatory
- Reconfirm Records close to the start of activities
- Add waivers asking participants to acknowledge new processes & procedures
- Add waiver about self-reporting symptoms and accepting risk
- Add COVID-19 screening questions - medical history
- Daily Auditing of symptoms as per your state or local authorities
- Use ePACT's (or other electronic) Check in Check Out feature

2 MAKE SURE YOU HAVE UPDATED INFORMATION FOR ALL STAFF



JEAN-PIERRE DUPHRESNE

Organization Member Name: Jean-Pierre Duphresne
DOB: 1975-06-02
ID: A001278
Department: IT Department

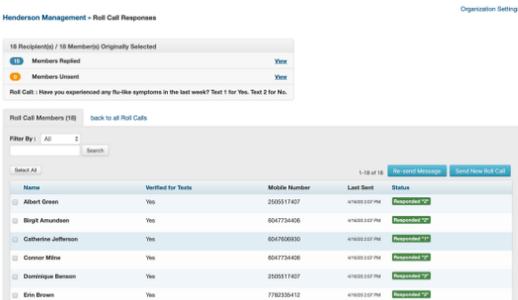
IMPORTANT MEDICAL INFORMATION

COVID-19 Diagnosed
Flu-like symptoms in last two weeks
Potential COVID-19 exposure

MEMBER CONTACT DETAILS

Address: #305 - 5689 Lougheed Highway
Coquitlam, British Columbia
V3R 5T8 Canada
7782569874
6046196593
jean-pierre2@besafebc.com

- Collect information about underlying conditions as part of your risk assessment, notably about conditions the CDC has listed as being at risk for severe illness
- Add waivers asking staff to acknowledge new operating processes & procedures
- Add waiver about self-reporting symptoms and staying home if ill or exposed to someone who is ill
- Increase sick days or loosen requirements for doctor's notes
- Daily Auditing of symptoms as per your state or local authorities



Henderson Management - Roll Call Responses

Organization Settings

18 Recipients(s) / 18 Member(s) Originally Selected

Members Reported: Yes

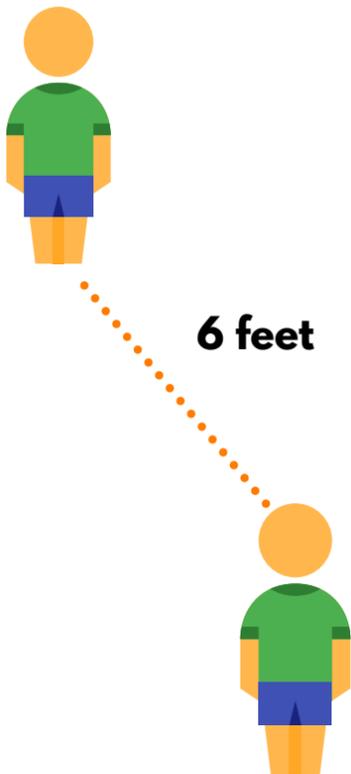
Members Unsett: Yes

Roll Call: Have you experienced any flu-like symptoms in the last week? Text 1 for Yes, Text 2 for No.

Name	Verified for Tests	Mobile Number	Last Sent	Status
Allert Green	Yes	2505517407	4/16/20 2:07 PM	Completed (2)
Bright Amundson	Yes	6047734406	4/16/20 2:07 PM	Completed (2)
Catherine Jefferson	Yes	6047609350	4/16/20 2:07 PM	Completed (2)
Connor Mitre	Yes	6047734406	4/16/20 2:07 PM	Completed (2)
Demetrius Bennett	Yes	2505517407	4/16/20 2:07 PM	Completed (2)
Erin Brown	Yes	1782328412	4/16/20 2:07 PM	Completed (2)

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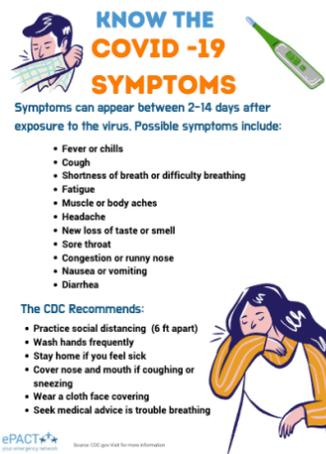
INCORPORATE PREVENTION MEASURES BEFORE AND WITHIN PROGRAMS & ACTIVITIES



- Social distancing - design activities that allow for social distancing.
- Encourage face covering as per the CDC guidelines
- Avoid using items that cannot be disinfected between use, like stuffed animals
- Take youth participants to wash hands frequently
- Have permissive refund policies to encourage members to stay home if they have any symptoms.

4

COMMUNICATE FREQUENTLY AND LISTEN TO PARTICIPANTS & STAFF



- Post alerts in facilities
- Use ePACT to send alerts with calls to action, not just to members but also their support network
- Explain new procedures on your website
- Adjust procedures accordingly/swiftly if they aren't operating as planned
- Hold virtual Q & A sessions regularly
- Refund registrations for those who object to new procedures



5

CLEAN & DISINFECT



- Implement frequent disinfection of commonly used surfaces or equipment
- Arm staff with correct equipment
- Have hand sanitizer available near entry points of facilities
- Utilise signage to encourage correct hand-washing procedures (for children, include games with hand dye and UV light)

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FOLLOW STATE AND LOCAL GUIDELINES



- Ensure your new policies fall in line with state and local authorities
- Stay up-to-date on new recommendations