

Menno Place-Infection Control/COVID-19 Return to Work Checklist

Name: _____ Position: _____

Date: _____

I have been provided the following information, had the opportunity to ask questions and know who to contact if I have further questions. Please initial beside the following topics when completed.

Topic	Initial
What is COVID-19? Overview of COVID. How is it spread? N95 use/AGPs.	
Back to the Basics: Remember to practice physical distancing, wash hands and good respiratory etiquette (e.g. during breaks-mix of 2m apart). Wipe down work surfaces and equipment (phone etc.) before you start work and at the end of your shift.	
Screening process: Upon entering the building wash your hands, apply a procedure mask and eyewear and proceed to the screening area.	
Extended use of procedure mask/eyewear: Eyewear and procedure/surgical mask are to worn in all patient care areas or in areas when residents may have the potential to congregate.	
Process to follow if feeling unwell: If you are not feeling well you should not come to work. Please use the established illness reporting process.	
Staff movement within building: Cohorting of staff is important (including designated break rooms and bathrooms). Ensure you are aware of these practices in your unit.	
Proper hand hygiene – when to use ABHR and when to use Soap and Water: Use soap and water when your hands are visibly soiled. Use ABHR during donning/doffing PPE and during the 4 moments of hand hygiene.	
Glo-Germ Hand Hygiene: Practice meticulous hand hygiene mechanics using glo-germ to reinforce proper technique and frequently missed areas.	
The 4 Moments of Hand Hygiene: 1. Before initial patient/patient environment contact 2. Before aseptic procedure 3. After body fluid exposure risk 4. After patient/patient environment contact.	
Donning PPE (theory and return demonstration): After procedure mask and face protection applied (which will already be on) → wash hands → don gown (ensuring it is tied properly) → wash hands → don gloves ensuring coverage over gown. Have buddy check before entering a resident’s room. Also review completing donning and doffing of ALL PPE.	
Doffing PPE (theory and return demonstration): Before leaving room: remove gloves → wash hands using ABHR → remove gown → wash hands. Dispose of PPE before leaving room. After leaving room wash hands again before moving to another task.	
Reporting a breach in PPE use: If you have not worn your PPE correctly, please report this to your supervisor.	

I _____ (print name), am confident that I have been provided with adequate information related to COVID-19/infection control practices in order to do my job safely to protect myself, residents and my colleagues. I agree to abide infection control best practices.

_____ (signature)

Coach Name/Title: _____ Signature: _____