



COVID-19 POLICY 2.0: ROLES AND RESPONSIBILITIES

GOAL

3.1 The goal of clear roles and responsibilities for the public health management of COVID-19 is to create a team environment in which case management and contact tracing is implemented in an evidence-informed way while respecting Indigenous Knowledge and traditional ways of knowing. Successful public health management of COVID-19 is the shared responsibility of the Individual, nursing station staff, community health staff, Approaches to Community Wellbeing staff and consulting physicians.

POLICY STATEMENTS

3.1 SLFNHA will support clear communication between all team members.

3.2 SLFNHA will facilitate clarity in understanding roles and responsibilities of team members.

ROLE	RESPONSIBILITIES
Community Level	
Community Health Nurses, Public Health Nurses	<ul style="list-style-type: none"> ▪ Notify SLFNHA of individuals with confirmed or probable COVID-19 by phone 1-807-737-4466/1-877-317-4797 ▪ Complete either the Respiratory Illness Documentation Tool or the SLFNHA COVID-19 Report Form ▪ Fax lab results and/or other documents to SLFNHA 1-807-737-2141 ▪ Initiate contact tracing where applicable ▪ Participate on the Community Preventing Infectious Diseases Team ▪ Provide direction around self-isolation, self-monitoring, and other health education and directions as required ▪ Provide education to community health staff and the community in general as requested by the Health Director and/or SLFNHA ▪ Complete the Daily Clinical update form for cases managed in the community (home or isolation centre). Fax copy to SLFNHA Mondays and Thursdays. If there is a change in the client's condition (i.e. worsening symptoms or death) or a change in their location (i.e. transfer to the hospital) note this on the form and fax to SLFNHA as soon as possible.
Health Director	<ul style="list-style-type: none"> ▪ Support the development of a community Preventing Infectious Diseases Team. ▪ Support community education on COVID-19.



	<ul style="list-style-type: none">▪ Assign community health staff to support public health management of cases and contacts of COVID 19, and to check on community members self isolating and report any changes in their condition to the CHN and the SLFNHA PID nurse assigned to the community.▪ Participate in calls for the community Preventing Infectious Diseases Team.▪ Participate in calls to update community leadership regarding COVID-19 in the community.
Community Physician	<ul style="list-style-type: none">▪ Notify SLFNHA by telephone 1-807-737-4466/1-877-317-4797 of individuals with suspected and/or confirmed COVID-19.▪ Participate in community COVID-19 calls.
Community Health Representative (CHR) or other Community Health Workers (CHW)	<ul style="list-style-type: none">▪ Support public health management of cases and contacts of COVID 19.▪ Activities may include translation, assisting with contact tracing, providing support for community members that are self isolating (arranging delivery of groceries, providing and reinforcing public health directions), and checking on clients that are self-isolating and reporting any new or worsening symptoms to the CHN/NIC and the SLFNHA PID nurse. (Note: CHR should only be designated to monitor otherwise healthy, asymptomatic individuals.)▪ Provide community education with support from CHNs and the Preventing Infectious Diseases team at SLFNHA.▪ Participate in COVID-19 calls for the community Preventing Infectious Diseases team.
Regional Level	
SLFNHA Preventing Infectious Disease Nurse	<ul style="list-style-type: none">▪ Provide overall coordination of the public health management of cases and contacts of COVID 19.▪ Provide community education in collaboration with the local nursing staff and community health representative.▪ Coordinate regular calls/meetings to support the Community Health Nurses and Staff in the management of cases and contacts of COVID-19.▪ Provide education/technical support to CHNs/PHNs and community physicians in the investigation of COVID-19▪ Maintain databases and regional files.▪ Communicate with the Health Director, other community health leaders, and community health workers as required.▪ Facilitate teleconferences for the community Preventing Infectious Diseases team and community leadership updates.▪ Liaise with hospitals, Health centres and regional public health units.



	<ul style="list-style-type: none">▪ Communicate with the Ministry of Health, FNIHB and other jurisdictions (i.e. Manitoba) as needed.
Public Health Physician	<ul style="list-style-type: none">▪ Oversee public health management of Individuals with infectious diseases of public health significance and contact tracing as required.▪ Provide technical scientific/medical advice to regional and community-level staff as needed.▪ Set standards and policies for regional Preventing Infectious Diseases programs.▪ Liaise with Community, Federal and Provincial counterparts as needed.▪ Monitor communicable diseases prevention, treatment, and care activities from a regional perspective.▪ Participate in teleconferences for the community Preventing Infectious Diseases team, as required.▪ Participate in teleconferences to ensure that community leadership is up to date on COVID-19 planning and response activities.
Community Nursing Manager (FNIHB, Tribal Council or Band)	<ul style="list-style-type: none">▪ Designate, in collaboration with the Nurse in Charge, a lead community-level CHN for the public health management and contact tracing investigations of COVID-19.▪ Ensure that CHNs follow current guidance documents for managing COVID-19.▪ Facilitate access to additional nursing resources as identified during a COVID-19 Outbreak investigation.▪ Participate in community COVID-19 calls.
FNIHB Nurse Practice Consultants	<ul style="list-style-type: none">▪ Review and contribute to SLFNHA guidance documents to ensure alignment with nursing station 'functionality'.▪ Support CHN/PHNs in implementation of the most up to date direction/documents on COVID-19▪ Support CHN/PHNs with community-based education▪ Support CHN/PHNs in nursing station preparedness for COVID-19▪ Assist Nurse Managers in responding to requests for additional resources at nursing station level▪ Participate in teleconferences for community Preventing Infectious Diseases teams



APPROVALS

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