

Outbreak Response Plan

After confirmation has been established that an outbreak of a contagious disease is amongst our guests, or community we will activate **CODE Outbreak Response plan**. This will be the name which will cause all departments to put into place their surveillance and protection program to prevent any further advancement of the outbreak. The following are lists of the NJ Firemen's Home's departments and what action the department is to put into effect to combat the spread throughout the building.

Things we learned from the previous outbreak:

- PPE must be readily available in the event of an outbreak.
- As a facility, we were unable to cohort due to the layout and structure of resident rooms. Therefore, a heap filtration system was put in place in 4 rooms that can accommodate 8+ residents in the event of another outbreak.

Superintendent

- Initiate notification of outbreak to all residents, residents' families/guardians, and representatives by no later than 5pm the next calendar day.
- Keep Board of management, residents and employees informed. Describe what actions the facility is taking to protect them, including answering their questions and explaining what they can do to protect themselves and their fellow residents.
- Secure staff by initiating hazard pay, overtime and publishing staffing need through the OEM.

Housekeeping:

- Clean and disinfect all areas of the building. Major concentration should be given to handrails, doorknobs, elevator buttons, restrooms, and areas which are commonly touched by all people who are in the building.
- Check soap and paper towel inventory frequently.
- Review laundry procedures with staff.
- Review PPE and handwashing with staff.

Maintenance:

- Check all hand sanitizers/soap dispensers, disinfectant wipes, and move masks and gowns to nursing stations.
- Ensure facility has a 2-month supply of PPE on hand and readily available.
- Conduct an inventory of available PPE. Explore strategies to optimize PPE supplies.
- Make sure tissues, hand sanitizer, gowns, gloves, waste baskets, masks are available throughout the facility.
- Review PPE and handwashing with staff.
- Report PPE Burn Rate Calculator to NJ DOH daily.

Recreation/Activities:

- Make signs and post them throughout the building and at all entrances.
- Assist nursing with notifying residents and families via phone calls to all responsible parties.
- Notify entertainers and cancel ALL activities if directed by Nursing Department.
- Be ready to assist Dietary with tray delivery.
- Sanitize games and equipment.
- Review PPE and handwashing with staff.
- Create or increase email listserv communications to update families.

Dietary:

- Obtain lists of guests requiring special precautions.
- Make sure we have ample supplies of trays, paper goods, etc.
- We might be all paper tray service from dietary as directed by the nursing department.
- Review PPE and handwashing with staff.

Nursing:

- DON/ADON Opens dialog with local dept of Health.
- Notify NJDOH for residential health care facility.
- Notify Administration and Department Heads.
- Notify guests family and responsible parties with assistance of activity department.
- Send reports to Local and State of NJ DOH daily.
- Get assigned an E line #
- Cohort residents, staff, equipment and supplies according to the living / work area. Identify three cohort groups: ill, exposed, and not ill or exposed.
- Track all outbreak cases on tracking form from DOH (i.e. Patient symptoms line listing respiratory tract infection, or GI).
- Coordinate with contracted CIC as well as staff CIC.

- Initiate red, yellow, green identification system for residents.
- Notify ancillary staff to remain off the nursing units.
- Laboratory testing should occur based on recommendations from the NJ and local health department, CDC, and facility doctors.
- Use paper or infrared thermometers.
- Medical equipment used on more than one guest should be cleaned between each use.
- Review procedure with staff regarding protection for wearing masks, gowns, gloves, and other protective devices.
- Obtain doctor's orders for medicines as necessary i.e. prophylactic and therapeutic Tamiflu for guests and staff.
- Ensure that the laboratory performing influenza testing notifies the facility of tests results promptly and that they have enough testing supplies available to us.
- Provide the right supplies to ensure easy and correct use of PPE. Post signs on the door or wall outside of the resident room that clearly describe the type of precautions needed and required PPE.
- Make PPE, including facemasks, eye protection, gowns, and gloves, available immediately outside of the resident room.
- Position a trash can near the exit inside any resident room to make it easy for employees to discard PPE.

Nurse Educator

- Will reinforce hand hygiene, PPE, outbreak response plan, droplet precautions and social distancing to all departments.
- Communicate information regarding outbreak with staff. Share information about what is currently known, the potential for surge, and facility's preparedness plans.
- Educate all staff on red, yellow, green identification system for residents.
- Remind staff to stay home if ill or if they are exhibiting any s/s of illness.

Social Services

- Close facility to new admissions and transfers if possible.
- Assist with notification of families and vendors etc.
- Assigned to monitor hotline and to delegate call backs to appropriate staff.
- Notify residents of current outbreak status as well as visitation restrictions at least weekly.

Miscellaneous:

Please See NJ DOH Guidelines for the control of Respiratory Virus outbreaks in Long Term Care and CDC guidelines for the same.

Screen patients and visitors for symptoms of acute respiratory illness (e.g., fever, cough, difficulty breathing) before entering using temperature scans and symptom questionnaire - Facility will prohibit entry for anyone exhibiting s/s of illness.

Active daily surveillance for illness should be conducted among all new and current residents, all healthcare personnel, and all visitors of long-term care facilities, and continued until advised otherwise by the Nursing Department. All departments are responsible for this. If you see anything like cold symptoms say something.

We limit visits from family, friends, and volunteers. Those that are determined to visit under any circumstance need to wear a mask and should limit touching anyone or anything in the facility.

Any guest leaving the facility to the ER, funeral home or anywhere outside of NJFH will wear a mask and we need to advise the facility we are sending to that we have (i.e. The Universal Transfer Sheet) an outbreak in the facility.

Have symptomatic residents stay in their own rooms as much as possible, including restricting them from common activities, and have their meals served in their rooms when possible.

Limit the number of large group activities in the facility and consider serving all meals in resident rooms if possible when the outbreak is widespread (involving multiple units of the facility).

Avoid new admissions or transfers to wards with symptomatic residents.

Limit visitation and exclude ill persons from visiting the facility via posted notices. We need to strongly consider restricting visitation by any children.

Monitor healthcare personnel absenteeism and follow our Policy regarding return to work.

Restrict healthcare personnel movement from areas of the facility having illness to areas not affected by the outbreak.

We restrict visitors and all guests need to be limited to their respective units.

The medical director will recommend and order prophylactic treatment for every employee that works at NJFH and every guest if indicated.