

Leamington Mennonite Home
Long Term Care

**INFECTION CONTROL
POLICY AND PROCEDURE**

CATEGORY: Surveillance & Data Collection	SUBJECT: Line Listing Staff Surveillance	SECTION: E POLICY: 5
DATE: July 12, 2022	Administrator's Signature: _____ <i>J. M.</i>	
REVISION DATES: November 2023	IPAC Lead's Signature: _____ <i>L. Coppola, R.N.</i>	

LINE LISTING STAFF SURVEILLANCE

POLICY:

Incidences of communicable disease among staff will be identified, recorded, and communicated to the local Public Health Unit.

PROCEDURE:

The Infection Prevention & Control Lead will:

- 1) Note on a line listing report any staff reporting off duty with signs and symptoms that meet the definition of an outbreak in the Home.
- 2) If declared an outbreak, the line listing will be faxed to the Public Health Unit daily before 10am.

The Department Managers or designate will:

- 1) Note the signs and symptoms of communicable disease reported by staff and relay this information to the IPAC Lead.