



COMMUNITIES TOGETHER FOR CHILDREN

Staff Travel

12. COVID-19 Staff Travel

Date: November 25, 2020

CATEGORY: Health and Safety

REVISED:

Purpose

TBDHU (Thunder Bay District Health Unit) strongly recommends avoiding all non-essential travel outside of Northwestern Ontario.

Due to the rapidly changing and rising case numbers in many jurisdictions, at this time, travel outside of Northwestern Ontario is not advisable and should be for essential reasons only. Similarly, hosting visitors from other areas is not advisable and should be limited to essential reasons.

Essential travel is defined as for medical or human-rights-related reasons, such as a disability or family status accommodations.

Policy

Staff who travel outside of Northwestern Ontario may not return to their employment with Communities Together for Children until they've completed a 14-day quarantine and are asymptomatic.

Staff returning from non-essential travel outside of Northwestern Ontario will not be compensated for the requisite time spent away from work.

Procedure

In the event that travel is essential, all staff must:

- Stay home for 14 days after returning, especially if traveling from a high risk area.
- Staff will be encouraged to carefully monitor themselves for symptoms for these 14 days.
- If any symptoms develop, the staff member must immediately Contact the Assessment Centre at the Thunder Bay Regional Health Sciences Centre (807) 935-8100 for testing. Self-isolation includes staying separate from other members of your household.

Staff may have the option to work from home but will not be compensated their regular wages. Hours compensated will depend on virtual programming, training, remote work available etc.

Policy and Procedure Review

- Communities Together for Children EarlyON will review this policy monthly and recognize that this policy may be amended as needed in response to continually evolving circumstances during the COVID-19 pandemic.