



POLICY PAN-05: Command Center/ Chain of Command

Infection Control

Approval Date: December 18, 2007
Approval Authority: Administrator, Norview Lodge
Effective Date: December 18, 2007
Revision Date/s: April 30, 2013, March 2, 2020, August 27, 2021, June 8, 2022

Procedure:

- There is a designated Infection Control/Pandemic bulletin board posted in the service hallway for staff to obtain information or be alerted to a potential pandemic. The Outbreak Management Team Members and Titles will be posted on this board.
- Chain of Command within the Home: Administrator and the next person in line will be designated by Administrator. The chain of command will be posted on the IC/Pandemic bulletin board.
- The Gathering Place/Great Room will be the designated assembly point for all staff to report for information on the pandemic as required. On arrival to the home all employees, volunteers and "trained" visitors will report to the Gathering Place. Job priority/deployment of staff will be to designate essential positions identified within the home and outward from there depending on availability of staffing resources. All booked essential and non-essential staff should report to the home for proper deployment to other areas of work even if their position has been designated non-essential. All staff will be screened for Acute Respiratory Illness upon arrival at work.