

Corrections Outbreak Checklist 8

Roles and Responsibilities

CSD Occupational Health & Safety Advisor/Designate

This checklist outlines the roles and responsibilities for the CSD Occupational Health & Safety Advisor or their designate before, during and after an outbreak. These actions help protect everyone at the centre and ensure a coordinated response.

Refer to the [Guide for Outbreak Prevention & Control in Provincial Correctional Centres](#) and site-specific processes.

Task/Responsibility	Timeline/ Frequency ⁱ
☐ Maintain familiarity with the Guide for Outbreak Prevention & Control in Provincial Correctional Centres .	Ongoing
☐ Update internal outbreak resources for management of CSD staff.	As required
☐ Complete symptom assessment and surveillance of CSD staff if related to a workplace exposure.	Ongoing
☐ Provide recommendations for return to work for symptomatic CSD staff.	As required
☐ Inform CSD staff about relevant annual immunizations.	Ongoing
☐ Consult with the AHS Public Health Outbreak team for recommendations on immunization, antiviral prophylaxis and work restrictions for CSD staff.	As required
☐ Document CSD staff health and relevant immunization status.	As required
☐ Participate in the outbreak management team.	As required
☐ Participate in a post outbreak debriefing to review and evaluate outbreak management and make recommendations for improvement.	Post outbreak

ⁱ **Ongoing:** Tasks that are completed throughout the outbreak period

As required: Complete task according to need (as necessary)

Post outbreak: Complete after the outbreak is ended

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