



PROCEDURE FOR MANAGING POSITIVE COVID-19 CASES

The North Bay Curling and Athletic Corporation (NBCAC) should be prepared for possible positive cases or outbreaks within our facility despite current protocols and procedures implemented to prevent these from occurring.

Our North Bay Parry Sound District Health Unit (Health Unit) is responsible for declaring an outbreak within their district. There is no current definition of an outbreak for sporting facilities and organizations. An outbreak may be deemed on a situational basis.

How will a positive case or outbreak be managed?

Ongoing communication with the Health Unit will occur during management and containment of COVID-19.

The General Manager will coordinate with the Health Unit to manage and respond to individual cases of COVID-19 at the NBCAC. In close collaboration with the Health Unit, the General Manager will be responsible for advising the Board of Directors of a response to positive COVID-19 cases.

NOTE: An outbreak may require the closing of the curling arena, lounge, tennis courts, change rooms, or entire building.

When the NBCAC is made aware of a confirmed case of COVID-19 within the facilities, regardless of community transmission, the following procedures are recommended:

1. The General Manager contacts the North Bay Parry Sound Health Unit and Board of Directors (BOD) to advise of situation
 - 1.1. BOD will meet immediately to determine next steps
 - 1.2. BOD to communicate action plan with the General Manager
 - 1.3. General Manager to communicate plan with Health Unit
 - 1.4. General Manager to work with the Health Unit to determine additional actions as required (suspension or cancellation of leagues, lessons, special events, or closure of building)
2. Communicate with membership
 - 2.1. In accordance with the Personal Health Information Protection Act, all communication to members who are deemed to be at risk of exposure regarding a positive case at the NBCAC will be circulated by the Health Unit
 - 2.2. As always, NBCAC staff will communicate to all members as soon as possible the cancellation of any leagues, lessons, special events or building closures
3. Cleaning and Disinfecting
 - 3.1. Close off areas used by the infected person(s), open outside windows and doors (if available) to increase air circulation in the area
 - 3.2. Cleaning staff will be provided appropriate PPE to don while cleaning and disinfecting areas
 - 3.3. Cleaning staff should clean and disinfect all areas (e.g., offices, bathrooms and common areas) used by the COVID-19 positive individual(s)
 - 3.4. Items/furnishings that cannot be disinfected (plush, paper, books, cardboard, cloth chairs, window coverings etc.) shall be kept in quarantine for a period of 72 hours.
 - 3.5. Additional cleaning staff will be procured as needed

Version: 0
Approval Date: January 26, 2021



Revision Log

Version	Date	Changes
0	January 26, 2021	Initial document.

Approval

Date: January 26, 2021

Name: Ryan Forget

Signature: 

Position: Director

Date: January 26, 2021

Name: Natasha Gribbon

Signature: 

Position: President

*This document has been **reviewed** by the North Bay Parry Sound District Health Unit and will be revised as necessary.*