

Communicable Disease Prevention Plan

Employers must document process for monitoring and reviewing communicable disease-related information issued by your regional medical health officer or the provincial health officer. This should include the person responsible for reviewing and monitoring information as well as the process and/or frequency for the information review.

Community Integration Services Society Administration and Management teams will assure that policies and procedures are in line with the latest guidance from the BC Center for Disease Control, WorkSafe BC, and the Government of British Columbia. Updates will be announced immediately on the Share Vision internal site and may be discussed at monthly staff meetings.

Employers must implement policies to support staff who have symptoms of a communicable disease so they can avoid being at the workplace when sick.

As per **Policy 1.F.04**, all permanent and temporary employees who have successfully completed their probation period will earn sick time. Employees are strongly encouraged to self monitor for symptoms of communicable disease and to stay home from work when feeling unwell, as written in the **Absenteeism – COVID-19 document in the Operations Manual**. In the event of communicable disease exposure in the workplace, procedures outlined in the **“Infection Control Plan” (Section 5 of the Health & Safety Manual)** will be followed. *The BC Government has legislated that effective May 20, 2021, employees can take up to 3 paid sick days if they need to stay home because of COVID-19. This benefit is available to employees covered under the Employment Standards Act who do not already have a paid sick leave benefits plan like: New hires who are on probation (full time or part time), Casual employees.

Employers must provide hand-hygiene facilities with appropriate supplies. Use policies and signage to remind workers to wash their hands regularly and to cover coughs and sneezes.

Handwashing stations and signage are available at all Community Integration Services Society work locations. Employees are encouraged to wash hands frequently, including upon arrival in the workplace, before/after meals, etc., as detailed in the **“Hand-Washing and Personal Protective Equipment (PPE)” and “Contact with Blood/Bodily Fluids/or Communicable Disease” documents in the Health & Safety Manual**.

Employers must maintain a clean environment through routine cleaning processes that are appropriate for your industry and work practices.

Community Integration Services Society work locations are cleaned frequently, as per the **“Cleaning and Disinfection Routines” document in Section 4 of the Health & Safety Manual**.

Employers must assure building ventilation is adequate and ventilation systems are properly maintained and functioning as designed.

Community Integration Services Society work locations are equipped with windows and ventilation systems to increase fresh air flow. The ventilation system is inspected annually as part of the annual inspection. When sharing an enclosed space (ex: car) with clients or other employees, opening of windows is encouraged.

Employers will support employees in receiving vaccinations for COVID-19 and other vaccine-preventable conditions.

Community Integration Services Society strongly encourages all employees to obtain their COVID-19 vaccinations. In BC, employees are eligible for 3 hours of paid leave to obtain their COVID-19 vaccinations.