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| **IPC outreach team visit assessment - ALPINE RESORTS FACILITIES** | | | | | | |
| ALPINE resort name: | | | | | | |
| Key contact name: | | | Position: | | | |
| Email: | | | Tel: | | | |
|  | | | | | | |
| **Risk** | **Element/assessment item** | **Yes** | | **No** | **Respondent Not Sure (NS) or Not Applicable (NA)**  **Further action /visitation required (FV)**  **Comments and or action require** | |
| 1. **Entry to ALPINE facility** | | | | | | |
| Transmission from staff, patrons and external visitors | * 1. Is there any COVID-19 signage the entrance (i.e. reception) to the facility regarding capacity restrictions? |  | |  | |  |
| * 1. Does the signage include who should not enter and physical distancing? |  | |  | |  |
| * 1. Was alcohol based hand sanitiser available for use upon entry to the facility? |  | |  | |  |
| * 1. Are plastic lined bins available at the entrance to allow safe disposal of tissues |  | |  | |  |
| 1. **Signage and information** | | | | | | |
| Communication | Information about infection control requirements clearly visible (i.e. entry, reception or waiting areas): |  | |  |  | |
| * 1. Was respiratory hygiene or cough etiquette signage posted? |  | |  |  | |
| 2.2 Was handwashing signage posted? |  | |  |  | |
| * 1. Was notification to not enter the ALPINE facility if you are unwell or recently returned from overseas travel posted? |  | |  |  | |
| * 1. Do staff know who & how to contact DHHS or the Department of Environment, Land, Water and Planning (DEWLP) for advice? (i.e. DHHS Hotline)) |  | |  |  | |
| * 1. Have staff access to a complete list of key contacts (i.e. internal and external)? Ask to view |  | |  |  | |
| * 1. Have patrons access to a list of key contacts in advent of being unwell (i.e. out of hours staff). Ask to view |  | |  |  | |
| * 1. Have any relevant fact sheets readily available to provide to staff and visitors? Ask to view |  | |  |  | |
| 1. **Logistics** | | | | | | |
| Essential PPE supplies | * 1. Are there any gloves, gowns, facemasks and eye protection available, if so can they show you what is available? |  | |  |  | |
| * 1. How is PPE being stored (i.e. clean and dry area that is easily assessable to staff)? Ask to view. |  | |  |  | |
| * 1. Is there an emergency COVID-19 response kit with adequate supplies? (e.g. signage, PPE, disinfectant, bin for waste). If so ask to view |  | |  |  | |
| * 1. Have they identified where or how to obtain urgent PPE supplies in the advent of a confirmed, suspected case or close contact? (i.e. another supplier found or DHHS Hotline) |  | |  |  | |
| * 1. Do they have surgical masks available for patrons or staff to wear if they have respiratory symptoms? |  | |  |  | |
| 1. **PPE education and training** | | | | | | |
|  | * 1. Have staffs received COVID-19 face to face education and training? |  | |  |  | |
| * 1. Have patrons received COVID-19 information or fact sheet (i.e. signs and symptoms, action to take if unwell, key contacts, physical distancing)? |  | |  |  | |
| * 1. Have relevant staff received on-line training in donning and doffing PPE? (i.e. first aid officer) |  | |  |  | |
| 1. **Hand hygiene and handwashing** | | | | | | |
|  | * 1. Is hand sanitiser available for all staff, visitors and patrons where soap and running water is not available? |  | |  |  | |
| * 1. Is hand sanitiser available at entry points to facility and communal areas? |  | |  |  | |
| * 1. Areas with sinks (including bathrooms) all have soap, running water, paper towels and information about hand washing? (Please note: bar soap is a potential source of cross-infection) |  | |  |  | |
| * 1. Are there non-touch lined waste bins located near each sink? |  | |  |  | |
| * 1. Are there non-touch bins located in each patron bedroom? |  | |  |  | |
| * 1. Are communal (shared) cloth hand towels in use for hand drying? (Source of cross-infection, paper towels should be in use) |  | |  |  | |
| * 1. Is there alcohol-based hand sanitiser at the entrances to communal areas? (i.e. dining areas, staff room, group activity, pool, gymnasium, retail, café, restaurant, administration area, entry and exits, etc.) |  | |  |  | |
| * 1. What is the strength of alcohol in the sanitiser?   (Alcohol solutions containing 60-80% alcohol is most effective) |  | |  |  | |
| 1. **Infection prevention and control COVID-19 procedure and guidelines** | | | | | | |
|  | * 1. Is there a facility COVID-Safe operations plan? If so ask to view |  | |  |  | |
| * 1. Does the plan include responses to single or multiple cases being identified? Ask to view |  | |  |  | |
| * 1. Are there specific facility-based protocols and procedures for COVID-19 for this facility? |  | |  |  | |
| * 1. Ask if the procedures include instructions for staff to implement “Contact & Droplet Precautions”? |  | |  |  | |
| * 1. If “Contact & Droplet Precautions” guidance is not included, does the procedure have link/s to DHHS guideline/s where staff are required to find the information? |  | |  |  | |
| * 1. Does the procedure include a “Contact & Droplet Precautions” sign? See sample in Appendix 2 |  | |  |  | |
| * 1. Is a “Contact & Droplet Precautions” sign available and ready for use? |  | |  |  | |
| * 1. Is a “stop” sign only available for use? |  | |  |  | |
| * 1. Has a room/area been identified for the isolation of unwell or suspected COVID-19 patrons or staff? Ask to see the room |  | |  |  | |
| * 1. Does the ALPINE facility have a policy and procedures for isolation and care for close contacts, suspected or confirmed COVID-19 patrons? |  | |  |  | |
| * 1. If suspected or confirmed COVID-19 patrons are to remain at the ALPINE facility, ask to be shown the proposed isolation areas (isolation room should have full ensuite facilities). |  | |  |  | |
| * 1. Are there any information on donning and doffing (i.e. fact sheets, PPE posters for staff to practice these procedures)? |  | |  |  | |
| * 1. Is DHHS guidance for PPE document available for staff reference? |  | |  |  | |
| * 1. Is isolation equipment to be set up inside or outside the health clinic/infirmary or isolation room (i.e. should be located outside to prevent contamination) |  | |  |  | |
| 1. **Staff infection prevention and control** | | | | | | |
|  | * 1. Can staff tell you when they should not come to work? |  | |  |  | |
| * 1. Can staff tell you how they would get tested? |  | |  |  | |
| * 1. Is there a procedure in place for unwell staff that includes COVID-19? If so ask to view |  | |  |  | |
| * 1. Is there a plan for staff who are identified as close contact or confirmed cases? |  | |  |  | |
| * 1. Can staff tell you what steps they should take if they become unwell with COVID-19 like symptoms? (i.e. notify manager, advice for testing from GP or DHHS Hotline, medical help if condition deteriorates) |  | |  |  | |
| * 1. Have physical distancing procedures been implemented for staff? (i.e. staggering lunches, desk space, equipment use) |  | |  |  | |
| 1. **Monitoring staff, patrons and visitors** | | | | | | |
|  | * 1. Are patrons and staff being encouraged to self-monitor for COVID-19 symptoms daily? |  | |  |  | |
| * 1. Does the monitoring include signs and symptoms? |  | |  |  | |
| * 1. Is the monitoring being documented? |  | |  |  | |
| * 1. If patrons are present, can they tell you what they need to monitor themselves for? |  | |  |  | |
| * 1. Does the facility undertake screening using a questionnaire for all patrons/visitor bookings or check-in? If yes, ask to see |  | |  |  | |
| 1. **Aerosol generating procedures** | | | | | | |
|  | * 1. Can they tell you if there is a procedure for CPR emergency management response for a suspected COVID-19 patron or staff member? (i.e. PPE must be donned first before entering room) |  | |  |  | |
| 1. **Outbreak strategies** | | | | | | |
|  | * 1. Do staff understand that they need to isolate confirmed and suspected cases of COVID-19? |  | |  |  | |
| * 1. Do staff understand they need to quarantine close contacts? |  | |  |  | |
| * 1. Can staff describe how they would isolate 1-person with suspected COVID-19 and multiple persons with suspected COVID-19? |  | |  |  | |
| 1. **Cleaning and disinfection** | | | | | | |
|  | * 1. Can staff tell you what disinfecting agent they would use in the event of an outbreak of COVID-19? (i.e. bleach or a suitable hospital grade disinfecting agent with COVID-19 claims) |  | |  |  | |
| * 1. Can staff tell you the disinfectant dilution and method of application during in the event of an outbreak or suspected case? (ie.one step or two step procedure) |  | |  |  | |
| * 1. Are written cleaning procedures available for staff in the event of an outbreak or suspected/confirmed case? Ask to see |  | |  |  | |
| * 1. Can the staff tell you if high-touch items (i.e. doorknobs, chairs, tables) are being cleaned more frequently at present? |  | |  |  | |
| * 1. Can staff show you the cleaning equipment in use and explain how it is cleaned? (i.e. are mop head laundered in the washing machine) |  | |  |  | |
| * 1. Is there a register of the cleaning frequency to ensure that the cleaning is up to date? |  | |  |  | |
| * 1. Can staff tell you how furnishings or staff shared equipment would be cleaned in the event of an outbreak? (Soft- laundered or steam cleaned. Hard -disinfected) |  | |  |  | |
| * 1. Can staff tell you how dishes and other eating items would be handled during in the event of an outbreak or suspected case? (Washing in dishwasher or with warm water and detergent) |  | |  |  | |
| * 1. Can staff tell you how they launder linen, towels in the event of an outbreak or suspected case? Hottest cycle possible with regular detergent. |  | |  |  | |
| * 1. Can staff tell you how waste would be handled in the event of an outbreak or suspected case? (disposed as normal general waste in council bin) |  | |  |  | |
| * 1. Can staff tell you how or when shared patron bathrooms would be cleaned in the event of an outbreak or suspected case? |  | |  |  | |
|  | * 1. Cam staff tell you how they would collect items from a COVID-19 cases room (e.g. linen, waste, catering items) |  | |  |  | |
| 1. **Patron physical distancing** | | | | | | |
| **Dormitory settings** | | | | | | |
|  | * 1. Can staff tell you if measures to reduce number of patrons is in place? (i.e. DHHS capacity restrictions) |  | |  |  | |
| * 1. Can staff tell you if revised sleeping arrangements are place for dormitory accommodation?   (i.e. single rooms, dormitory 25% below usual level, bed placement) |  | |  |  | |
| * 1. Can staff tell you if the use of shared bathrooms is being minimised? |  | |  |  | |
| * 1. If shared bathrooms in place, can staff tell you if there is a procedure in place for cleaning? Ask to see |  | |  |  | |
| * 1. Can staff tell you if patron meal times in the shared dining room are being staggered? |  | |  |  | |
| * 1. Are procedures in place regarding use of shared recreational space areas (i.e. allocating specific areas, limited numbers or closure) |  | |  |  | |
| * 1. If shared recreational space in use, can staff tell you if cleaning occurs between sessions? |  | |  |  | |
| **Non-dormitory settings** | | | | | | |
|  | * 1. Can staff tell you what physical distancing and IPC requirements are in place for communal areas (e.g. restaurant, dinning, café, retail, lounge, bar)? |  | |  |  | |
| * 1. Can staff tell you what physical distancing measures are in place for pools and gymnasium facilities? |  | |  |  | |
| * 1. Can staff tell you which services require documentation of patrons (e.g. transportation, hairdressing) |  | |  |  | |
| * 1. Can staff tell you what square meterage should be to adhered to in spa or sauna settings? (these MUST not be open) |  | |  |  | |
| * 1. Can staff tell you what accommodation settings are suitable for isolation of suspected or known COVD-19 cases |  | |  |  | |
| * 1. Can equipment rental staff tell you what physical distancing and cleaning and disinfection procedures they should comply with? |  | |  |  | |

**Appendix 1. Who should be tested for COVID-19?**

**Who should be tested for COVID-19?**

People without symptoms should not be tested except in special circumstances such as recovered cases wishing to return to work in a healthcare facility or aged care facility or where requested by the Department of Education and Training as part of outbreak management or enhanced surveillance.

Persons who meet the following clinical criteria should be tested:

Fever OR chills in the absence of an alternative diagnosis that explains the clinical presentation\*

OR

Acute respiratory infection (e.g. cough, sore throat, shortness of breath, runny nose or anosmia)

Note: In addition, testing is recommended for people with new onset of other clinical symptoms consistent with COVID-19\*\* AND who are close contacts of a confirmed case of COVID-19; who have returned from overseas in the past 14 days; or who are healthcare or aged care workers

\*Clinical discretion applies including consideration of the potential for co-infection (e.g. concurrent infection with SARS-CoV-2 and influenza) \*\*headache, myalgia, stuffy nose, nausea, vomiting, diarrhea.

**Appendix 2- Sample Contact and Droplet Precautions sign**

