



## TIMMINS AND DISTRICT HOSPITAL OCCUPATIONAL HEALTH SERVICES

### COVID-19 TESTING GUIDANCE

Any TADH Employee who develops any one of the [COVID-19 symptoms](#) (unexplained by other underlying medical condition/illness) is recommended for COVID-19 testing (swabbing) and **MUST** call-in sick and notify their Manager/Covering Manager and Centralized Scheduling/Department Scheduler ASAP in advance of any scheduled work shifts. As with any work absence, Employees need to advise their Manager/Covering Manager and Centralized Scheduling/Department Scheduler (as applicable) before each work shift missed.

To access **COVID-19 testing** (swabbing), Employees have two options:

1. Attend the Timmins Community Assessment Centre as a “Walk-In” Monday through Saturday, anytime between 2:00 pm - 3:00 pm. Please check this link to the PHU’s [Community Assessment Centre Hours of Operation](#) prior to attending as a walk-in. OR
2. Only on dates where the Assessment Centre is closed over the Holidays or Weekends, Employees are instead expected to attend the TADH ER Department for swabbing. In the ER, Employees should advise the ER Screener they are a TADH Employee presenting for swabbing for clearance to return to work (RTW). Employees will be triaged and should expect to wait to be seen, as any other ER patient.

While symptomatic and waiting test results, Employees will remain off work on [Home Self-Isolation](#) and partake in [Self-Monitoring](#) of symptoms. You will need to check your own lab result at <https://covid-19.ontario.ca/>. The result is usually posted within 12-24h of the swab, and you need your health card to do so. Please keep a screenshot of your result, for your own records, in case **TADH Occupational Health Services (OHS)** requests proof of result. The screenshot should include your name (located at the top of the screen) as well as the actual result. Even after receiving a negative result, Employees will remain on home self-isolation until they have been symptom-free for a full 24 hours.

**TADH OHS hours of operation are Monday through Friday, 8:30 am – 4:30 pm; however, over the Statutory Holidays and Weekends, TADH OHS is closed.** TADH OHS has been involved in clearance for RTW; however, during these closures, the following guidance is provided to you for clearance to RTW.

Any Employee that is symptomatic or fails the Screening Tool is **NOT** cleared to be at work or return to work **UNTIL** he/she meets the Timmins and District Hospital’s **clearance criteria for return to work**, as indicated in one of the scenarios listed below, **AND** in advance of their next shift, the Employee:

1. **CALLS** their Manager or Covering Manager, as well as Centralized Scheduling or their Department Scheduler, to advise that they meet the criteria of one of the RTW scenarios listed below, and that they can be expected at work for the next shift.
2. **SENDS (via email)** a copy of this fully endorsed Attestation Form to their Manager or Covering Manager, as well as Centralized Scheduling or their Department Scheduler, and TADH Occupational Health. The Employee may RTW for their next scheduled shift if they meet one of the clearance scenarios outlined below.



TIMMINS AND DISTRICT HOSPITAL
OCCUPATIONAL HEALTH SERVICES

ATTESTATION FORM – TADH EMPLOYEE CLEARANCE FOR RETURN TO WORK (RTW)

- I HAVE been tested for COVID-19 and received a NEGATIVE result AND, for at least 24 hours prior to returning to work, I have had resolution of all my COVID-19 symptoms, remained afebrile (without the help of fever reducing medications) and did not develop any new COVID-19 compatible symptoms. I will pass the RedCap online Screening Tool used by TADH for RTW.
I HAVE NOT been tested for COVID-19; however, I have completed the required self-isolation period advised to me by the Health Unit AND, for at least 24 hours prior to the end of my self-isolation period, I have had resolution of all my COVID-19 symptoms, remained afebrile (without the help of fever reducing medications) and did not develop any new COVID-19 compatible symptoms. I will pass the RedCap online Screening Tool used by TADH for RTW.
I HAVE tested POSITIVE for COVID-19 and have completed the required self-isolation period advised to me by the Health Unit, AND, for at least 24 hours prior to the end of my self-isolation period, I have had resolution of all my COVID-19 symptoms, remained afebrile (without the help of fever reducing medications) and did not develop any new COVID-19 compatible symptoms. I will pass the RedCap online Screening Tool used by TADH for RTW.
I HAVE been identified as a "high-risk close contact" of a confirmed case of COVID-19, AND, I have completed a COVID-19 test and received a NEGATIVE result, AND, I have completed the required self-isolation period advised to me by the Health Unit. I will pass the RedCap online Screening Tool used by TADH for RTW.

Name (Print): \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Occupation: \_\_\_\_\_ Dept.: \_\_\_\_\_ Mgr: \_\_\_\_\_

[First Shift Missed: \_\_\_\_\_ RTW Date: \_\_\_\_\_ ]

Send signed form via email to your Manager/Covering Manager, Centralized Scheduling/Department Scheduler, and also copy the email to TADH Occupational Health Services:

Pamela Pecjak-Eden, Occupational Health Coordinator
ppecjak@tadh.com

AND

Kim Stuart, Occupational Health Administrative Assistant
kstuart@tadh.com