

ICE PAGE

Making it Happen! - Support Social Inclusion

ECAT

Employee & Client
Assistance Team
403-819-0583

Phones do not accept
text messages. Staff
need to call ECAT.

What's inside this issue:

VIRTUAL TRAININGS
PAGE 3

HEALTH & SAFETY
MEETING MINUTES
PAGE 5-6

COVID -19
INFORMATION
PAGE 8-9

Time Sheet Hand-In

APRIL 15TH 2022 FOR
ALL SHIFTS WORKED
BETWEEN APRIL 1ST
AND APRIL 15TH.

MAY 2ND 2022 FOR
ALL SHIFTS WORKED
BETWEEN APRIL 16TH
AND APRIL 30TH.

UPCOMING

HEALTH AND
SAFETY MEETING
April 6th, 2022 at
10:00 AM.

RPAC MEETING
April 11th, 2022 at
10:30 AM.

ON SPOTLIGHT

SHAUN G

Shaun is an independent gentleman who has been with ICE since 2010.

Shaun loves watching sports and plays volleyball, basketball, hockey, golf and baseball. Shaun is an excellent baseball player and he used to participate in two recreational leagues.

Shaun has been working at the East Calgary Twin Arena since December 2006, where he has maintained his role as a maintenance personnel.

Over the years, Shaun's responsibilities at the arena have increased as he has been completing oil/blade changes on Zambonis bi-weekly. Shaun works really hard and his ICE support worker ensures that his health & safety needs are being met, and he completes his tasks safely.

In 2021, Shaun self-advocated for advancement at work and he was encouraged to take up more responsibilities with staff support. Two months later, one of Shaun's co-workers retired and it was recommended that Shaun be trained on how to drive the Zamboni. He successfully completed a 2-week training and has been given more responsibilities at work.

Currently, Shaun completes the maintenance of the ice-skating rink, which includes sequencing the power edge, hand edging, dry scraping and flooding the ice-skating rink. Shaun can also hang up hockey nets independently. The East Calgary Twin Arena rinks are well maintained and as a result, Shaun has gotten great feedback and compliments both from his supervisors & customers, as well as a raise! With staff support, Shaun has accomplished a lot and is proud of his success at work.



MARCELO M



Marcelo has been a part of the ICE Calgary team since 2016 and has been supporting Shaun for more than 5 years. He always ensures that Shaun arrives to work on time, adheres to the policies and procedures at work, and completes all of his tasks in a timely and safe manner. Marcelo has also assisted Shaun with building strong relationships at his workplace. Marcelo is very proud of what Shaun has accomplished and congratulated Shaun for working hard towards his advancement at the East Calgary Twin Arena.

ICE HAS CANADA LIFE RSP PLAN!

Refer to Policy 3.14.18 CANADALIFE RSP if you are eligible, ICE will match your contributions! To sign up, please contact Independent Counselling Enterprises at: 780-453-9664. For more information about Canada Life: <https://my.canadalife.com/sign-in> CANADA LIFE Helpdesk: 1-800-724-3402

ICE WILL BE CLOSED
ON APRIL 15 & 18, 2022,
GOOD FRIDAY AND
EASTER MONDAY



Please direct all calls to the
Employee Client Assistance Team
for that day.
403.819.0583

ICE THANK YOU CARD INCENTIVE WINNERS



Stella Bamurekye received a thank you card for working an extended shift. We appreciate all your hard work!
Congratulations!



Gayle Rosalita received a thank you card for being flexible and working extended shifts. Keep up the good work!

Tanya D received a thank you card for willing to work and support individuals in other homes on short notice

Elise R received a thank you card for taking on additional shifts

Andrew I received a thank you card for working extra hours on short notice

Chadress K received a thank you card for working extended shifts and being a valuable team member.

Lucille W received a thank you card for working extended shifts and being a valuable team member.

Amiri S received a thank you card for working extended shifts and being a phenomenal team player.

POLICY REVIEW

Changes were made to the following policies to reflect changes to the Alberta Occupational Health and Safety Act, Regulations and Code (December 1, 2021). Please note that selected sections of this policy are reproduced here. Please refer to the Policy manual for the complete policies.

3.5.2 WORKER RIGHT TO REFUSE DANGEROUS WORK AND ASSIGNMENT OF HEALTH AND SAFETY RESPONSIBILITIES

A. Workers have the following rights:

- 1.Right to know
- 2.Right to participate
- 3.Right to refuse dangerous work

A worker may refuse to work or to do particular work at a work site if the worker believes on reasonable grounds that there is an undue hazard (a hazard that poses a serious and immediate threat to the health and safety of a person) at the work site or that the work constitutes an undue hazard to the worker, another worker or another person. Examples of undue hazards include a sudden infrastructure collapse that results in an unsafe physical environment or a danger that would normally stop work, such as a gas leak. General health and safety concerns are not dealt with under the work refusal process as they are not considered undue hazards. Workers are required to protect themselves and others at or in the vicinity of the work site.

3.5.6 INVESTIGATIONS OF INTERNAL INJURY INCIDENTS/ NEAR MISSES

Upon receiving a C.I. /G.I., an internal investigation into the injury or near miss will occur. Individuals who investigate will have formal training in incident investigation. The agency will also investigate those incidents involving a contractor. The agency will ensure there is a formal investigation of all work refusals.

The government must be notified as soon as possible when a serious injury, illness, incident occurs to ensure an adequate investigation is conducted to prevent future occurrences, including:

- Injury, illnesses and incidents that results in the death of a worker
- Injuries resulting in a worker being or is likely to be admitted to hospital beyond treatment in an emergency room or urgent care facility.
- An unplanned or uncontrolled explosion, fire, or flood that causes a serious injury or illness or has the potential of causing a serious injury or illness.

The supervisor must immediately inform the Health and Safety Specialist/ Regional Manager who will inform the COO/President. Management will ensure Alberta Labour/Occupational Health and Safety is notified as per legislated requirements.

APRIL/MAY VIRTUAL TRAININGS

Abuse Prevention Training

April 4, 2022 (10:00AM to 12:00PM) / April 19, 2022 (1:00PM to 3:00PM)

OCD Training

April 4, 2022 (2:00PM to 3:00PM)

Workplace Violence, Bullying and Harassment for Supervisors and Managers Training

April 5, 2022 (1:00PM to 3:30PM)

Substance Abuse Training

April 5, 2022 (1:00PM to 2:30PM)

Autism/Pervasive Developmental Disability Training

April 6, 2022 (9:30AM to 12:00PM)

Diabetes Training

April 6, 2022 (1:00PM to 2:00PM)

Healthy Eating Training

April 6, 2022 (2:00PM to 3:00PM)

ODD Training

April 6, 2022 (1:00PM to 2:00PM)

ADHD Training

April 7, 2022 (1:30PM to 3:30PM)

Depression Training

April 8, 2022 (1:30PM to 3:30PM)

Somatization Training

April 11, 2022 (10:00AM to 11:00AM)

Schizophrenia Training

April 11, 2022 (1:00PM to 3:00PM)

Dementia and Alzheimer's Training

April 11, 2022 (9:30AM to 11:30AM)

Pre-Employment Training

April 12, 13, 26, 27, 2022 (9:00AM to 4:00PM)

Epilepsy Training

April 12, 2022 (10:00AM to 11:00AM)

Trauma Informed Care Training

April 12, 2022 (1:30PM to 3:30PM)

Northern Documentation Training

April 12, 2022 (1:00PM to 4:00PM)

CPI Training

April 13, 2022 (9:00AM to 5:00PM)

Down's Syndrome Training

April 19, 2022 (1:00PM to 3:30PM)

Lifts and Transfers Training

April 20, 2022 (9:30AM to 12:00PM)

Harm Reduction Training

April 21, 2022 (1:30PM to 3:30PM)

Due Diligence for Supervisors and Managers Training

April 22, 2022 (9:30AM to 12:00PM)

Anxiety Training

April 22, 2022 (1:30PM to 3:00PM)

Communications Training - Civility and Respect/ Conflict Resolution

April 25, 2022 (1:30PM to 3:00PM)

Communications Training - Support Task Improvement

April 26, 2022 (1:30PM to 2:30PM)

Communications Training - Emotional Intelligence

April 27, 2022 (10:00AM to 11:30AM)

FASD Training

April 26, 2022 (1:00PM to 3:00PM)

PBI Training

April 27, 2022 (3:00PM to 5:00PM)

Scam Prevention for Clients Training

April 28, 2022 (1:30PM to 3:30PM)

HACD Training

May 3 2022 (1:00PM to 5:00PM)

OCD Training

May 5, 2022 (1:30PM to 3:30PM)

Incident Investigations Training

May 5, 2022 (1:30PM to 5:00PM)

Abuse Prevention Training

May 9 & 16, 2022 (10:00AM to 12:00PM)

Trauma Informed Care Training

May 9, 2022 (1:30PM to 3:30PM)

Pre-Employment Training

May 10, 11, 24, 25, 2022 (9:00AM to 4:00PM)

Communications Training - Supporting Task Improvement

May 10, 2022 (1:30PM to 2:30PM)

Communications Training - Emotional Intelligence

May 11, 2022 (10:00AM to 11:30AM)

Workplace Violence, Bullying and Harassment for Supervisors and Managers Training

May 11, 2022 (1:00PM to 3:30PM)

Schizophrenia Training

May 12, 2022 (1:30PM to 3:30PM)

PBI Training

May 16, 2022 (1:00PM to 3:00PM)

Harm Reduction Training

May 16, 2022 (1:30PM to 3:30PM)

Communications Training - Civility and Respect/ Conflict Resolutions

May 17, 2022 (10:00AM to 11:30AM)

Cultural Appreciation Indigenous - Blackfoot Southern Alberta Training

May 17, 2022 (1:00PM to 4:00PM)

Hypertension Training

May 18, 2022 (9:30AM to 11:30AM)

Brain Injuries Training

May 19, 2022 (1:30AM to 3:30PM)

Workplace Inspections Training

May 20, 2022 (9:00AM to 4:00PM)

Communications Training - Psychologically Safe Interactions

May 20, 2022 (10:00AM to 11:30AM) / May 31, 2022 (1:30PM to 3:00PM)

Diabetes Training

May 24, 2022 (10:00AM to 12:00PM)

Communications Training - Building Trust

May 25, 2022 (1:00PM to 2:30PM) / May 31, 2022 (10:00AM to 11:30AM)

Food Safety Training

May 27, 2022 (9:30AM to 11:30AM)

ICE Calgary Congratulates Long Term Employees!!!

STAFF	YEAR	DATE
Leslie Schmidt	18	April 5
Cyril Tom	9	April 30
Lorette Elgar	8	April 1
Joanne McDermott	8	April 15
Amiri Sheha	4	April 5
Chadress Kabagenyi	3	April 24
Peters Olatunji	3	April 25
Gladys Marimira	1	April 22
Tanya Dusang	23	March 18
Susan Moseley-Josiah	11	March 23
Richard Sabateka	11	March 10
Sharon Radder	9	March 16
Denise Falkenberg	7	March 9
Arjun Rajendra Prasad	5	March 29
Jayasree		
Aminata Jalloh	3	March 20
Cindy Marr	3	March 11
Yeshi Choedon	3	March 21
Ngozi Chukuka	2	March 2
Caroline Gattinger	2	March 2
Miya Gordon	2	March 3
Stella Bamurekye	2	March 3
Pyari Joy	2	March 4
Anu Tomsly	1	March 2

HURT AT WORK?



Employees and Support Home Operators are reminded of their responsibility (as per legislation) to report all workplace injuries immediately to an ICE supervisor or manager. In the event of an injury, the employee will follow all agency policies and procedures.

While not all injuries are reportable to WCB, all injuries and work-related health concerns are required to be reported within the company. This is done so that health and safety investigation and follow-up may be completed for the safety of all parties.

REFERRAL INCENTIVE RECIPIENT

Employees or Support Home Operators who refer a person to ICE who successfully meets our hiring requirements and completes their three-month probation with a minimum of 120 hours worked, receive \$100.00!

Caroline Gattinger



Looking for Answers? Below are some online links you may find of assistance:

<https://www.canada.ca/en/health-canada.html>

Health Canada is responsible for helping Canadians maintain and improve their health. It ensures that high-quality health services are accessible, and works to reduce health risks.

<https://www.albertahealthservices.ca/findhealth/service.aspx?Id=1001957>

Linking Albertans to a wide range of health information and service options.

<https://work.alberta.ca/occupational-health-safety.html>

<https://work.alberta.ca/occupational-health-safety/ohs-publications.html#laws>

<https://work.alberta.ca/occupational-health-safety/resources.html>

Alberta Occupational Health and Safety works in consultation with industry to help prevent work-related injuries, illnesses and fatalities. The OHS site provides access to a wide range of information bulletins and on-line training options.

<https://www.albertahealthservices.ca/findhealth/service.aspx?Id=1001957>

Stay up to date on the most frequent information on COVID-19 in the province of Alberta.

**HEALTH AND SAFETY MEETING MINUTES
FEBRUARY 9, 2022
(MINUTES EDITED FOR PUBLICATIONS)**

3.1 A) Review of Regional Health and Safety Meeting Minutes – Section 3.2: Incident Investigations for Injury, Health and Property Damage

Edmonton- January 12, 2022- Meeting Minutes

No completed Internal Incident Investigations to review.

South- January 4, 2022 – Meeting Minutes

December 2, 2021

Client used a kitchen utensil to break into the cabinet that contained her cigarettes, and lit the cigarette using the toaster, then went outside to smoke it. **Incident Investigation Recommendations:** Reviewed client's Tobacco Management Protocol and Policy 3.5.9- Harm Reduction and safety strategies with all staff in program.

Health and Safety Committee Recommendations: No additional recommendations.

Northwest- January 13, 2022 – Meeting Minutes

No completed investigations in the past month

3.1 B) Review of Regional Health and Safety Meeting Minutes - Section 3.3 (Near Miss Incidents)

Edmonton- January 12, 2022- Meeting Minutes

No completed Near Miss Injury Investigations to review.

South- January 4, 2022 – Meeting Minutes

No Completed Near Miss Investigations to Review (no near miss investigations occurred as there were no miss incidents during this time frame).

Northwest- January 13, 2022 – Meeting Minutes

No completed investigations in the past month

3.2 Evaluation of current Internal Incident Investigations for Injury, Health and Property Damage:

December 10, 2021

Staff turned on the tea kettle and client rushed into the kitchen to unplug it. Staff tried to make light of the situation by using humor and conversed with the client. The client blocked staff and elbowed staff in the stomach. The lifeline button was engaged, and the police arrived shortly after. **Incident Investigation Recommendations:** review PBI techniques and client Planned Procedure at the team meeting. Relief staff to work in program during team meetings. **Health and Safety Committee Recommendations:** no additional recommendations.

January 2, 2022

Staff was preparing breakfast for client. The client was agitated with staff and took a large chunk of the onion to throw away in the garbage. Client then took the kitchen knife and began aggressively cutting the onion. Staff encouraged the client to put the knife down to avoid hurting themselves and client yelled at staff to leave the kitchen. The staff left the kitchen space and gave distance. The client called ECAT and passed the phone to the staff. Staff turned around and client hit staff in the back. The lifeline button was engaged, and police arrived at scene. **Incident Investigation Recommendations:** PBI techniques reviewed at team meeting (avoid turning back toward escalated client). Lifeline contacted to see why response time was slow (cell towers were down); therefore, staff encouraged to wear cellphones in back pocket as a fail-safe. Planned Procedure reviewed at the team meeting by RPAC chair. **Health and Safety Committee Recommendations:** no additional recommendations.

3.3 Evaluation of near miss investigations.

No Completed Near Miss Investigations to review.

3.4 Health and Safety Committee Inspections

3.4 A) Inspections held as a result of health and safety concerns - N/A

3.4 B) Inspections completed - N/A

3.5 COR Audit Review: Received 98% on COR 2021 audit.

3.6 HACD Review:

Travel on wet/slippy surfaces (water, ice or snow). Travel around obstruction on floors (pp. 93-94): no additional recommendations.

Potential Exposure to Emergency/Disaster Events (pp. 95-96): Biological Hazards: increase exposure frequency to a 2 or 3 (due to Covid), increase hazard probability to a 3 and priority rating to a 1.

3.7 Policy review: 3.5.10 HACD

3.8 COVID- 19 Pandemic Response:

- Premier update on February 8, 2021: Alberta's plan for reopening in three stages.
- For updated information regarding COVID 19 vaccinations, please see the following link. <https://www.alberta.ca/covid19-vaccine.aspx>
- Memo for COVID-19 Omicron Variant & Response January 12, 2022
- Health and Safety Memo February 8, 2022: Mitigating COVID-19 transmission in offices
- NEW COVID-19 Protocols as of February 4, 2022: Exposure Resident Management Protocol, KN-95 Protocol, Office Safety Protocol, Non-Res Prevention Protocol, Prevention Protocol, and SHO Prevention Protocol.
- Continue to follow COVID-19 Employee Protocol, COVID-19 questionnaire for employees, COVID-19 questionnaire for clients, and visitor/contractor COVID-19 questionnaire (January 17, 2022)
- Continue to follow Symptomatic & Confirmed COVID-19 Residential Management Protocol (January 10, 2022).
- Mandatory masking continued to be in effect
- Stay home if you are symptomatic, notify your supervisor immediately, complete COVID-19 AHS Assessment online and keep your supervisor updated.

3.9 Outstanding Committee Member Training/ New Members – Review: None.

3.10 Emergency Response Plan Review Committee reviewed Action Plan Template #3 - "Workplace Violence related to a domestic situation for an employee (when the perpetrator is an employee's family member, partner etc.). HSC Recommendations: It is recommended to revise the second bullet point in section "Action-Before." Instead of stating, "end violence against women," it is recommended to be more general by saying end violence to "anyone."

The committee discussed how domestic violence in Alberta increased by 26% (as per February 8, 2022, update from Premier) since the beginning of the pandemic. The committee discussed how supervisors/managers will pay attention of signs that domestic violence may be occurring for employees and will respond to the warning signs by offering help and support to the victims of violence. ICE will not give personal advice or counselling; however, will maintain an open-door policy and will provide resources such as the domestic abuse hotline. Call 1-855-4HELPA if you or someone you know is being abused or neglected. Please also see Appendix A in the Health and Safety manual related to mental health well-being.

4.0 Other Business

- New HSC poster developed and distributed.

NEXT MEETING DATE: March 2, 2022 @ 10 am

**HEALTH AND SAFETY MEETING MINUTES
MARCH 2, 2022
(MINUTES EDITED FOR PUBLICATIONS)**

3.1 Review of 'Regional Health and Safety Meeting Minutes - Review other region's minutes especially sections 3.2 and 3.3.

3.1 A) Review of Regional Health and Safety Meeting Minutes - Section 3.2. Incident Investigations for Injury, Health and Property Damage

Edmonton- February 9, 2022- Meeting Minutes
October 1, 2021

MVA - Staff was driving to the bank and was hit by a vehicle trying to make a u turn. **Incident Investigation Recommendations:** Staff to review Policy 2.4.5 Use of Staff Vehicles and Policy 3.1.6 Mandatory Auto Insurance Coverage. **Health and Safety Committee Recommendations:** No additional recommendations.

South- February 1, 2022 - Meeting Minutes
December 25, 2021

Client was exhibiting behaviors throughout the shift with relief staff. Staff attempted to redirect client from turning light switch on/off several times by placing her right hand on the switch when client grabbed a broomstick that was nearby and struck the staff's hand with the broom resulting in a cut to the staff's hand. **Incident Investigation Recommendations:** Reviewed client's Risk Assessment and Positive Approaches with staff and scheduled another orientation shift prior to staff working any further shifts on their own in the program.

Health and Safety Committee Recommendations: No additional recommendations.

December 26, 2021

Client appeared agitated and began hitting his head repeatedly against the wall causing damage to the drywall. Staff assessed client for injuries-no injuries. Staff contacted ECAT and ECAT arranged for a second staff support. **Incident Investigation Recommendations:** Reviewed client's Risk Assessment and Positive Approaches with staff, scheduled another orientation shift for the staff. **Health and Safety Committee Recommendations:** No additional recommendations.

Northwest- February, 2022 - Meeting Minutes
No H&S meeting.

3.1 B) Review of Regional Health and Safety Meeting Minutes - Section 3.3

Edmonton- February 9, 2022- Meeting Minutes
November 16, 2021

Staff did not have their QR code when client wanted to go to the restaurant to have lunch. Client became aggressive and attempted to punch the staff. Client continued swearing at staff. Staff initiated safe distance and was able to maintain safety until client calmed down.

Incident Investigation Recommendations: Staff requested to be removed from the program. **Health and Safety Committee Recommendations:** No additional recommendations

South- February 1, 2022 - Meeting Minutes

No Completed Near Miss Investigations to Review (no near miss investigations occurred as there were no miss incidents during this time frame).

Northwest- February, 2022 - Meeting Minutes
No H&S meeting.

3.2 Evaluation of current Internal Incident Investigations for Injury, Health and Property Damage:

No completed incidents investigations to review (no incident investigations occurred as there were no incidents during this time frame).

3.3 Evaluation of near miss investigations.
October 14, 2021

Staff was at a four way stop with two passengers. Staff waited for their turn to turn left. When staff proceeded into the intersection, they realized that a truck was in their lane and came close to hitting staff's vehicle. Staff pulled over into a truck stop to ensure everyone was okay and to debrief.

Incident Investigation Recommendations: Staff would have benefited from mission possible training. Reviewed orientation practices with supervisors. **Health and Safety Recommendations:** no additional recommendations.

December 2, 2021

Staff noticed the oven burner was left on within 15 minutes of their shift. Staff turned off the burner and monitored it for a few minutes to ensure that it had adequately cooled off.

Incident Investigation Recommendations: Review HACD- use of electric stove & Appendix A safety for cooking. **Health and Safety Committee Recommendations:** no additional recommendations.

3.4 Health and Safety Committee Inspections

3.4 A) Inspections held as a result of health and safety concerns: N/A- no concerns reported.

3.4 B) Inspections completed - Office Safety Inspection completed February 14, 2022.

3.5 COR Audit Review: A meeting on February 11th was held to review the COR action plan. Duties were divided between management with the anticipation to have most items complete by the end of March 31st.

3.6 Hazard Assessment and Control document (H.A.C.D.) - Review section (and provide recommendation(s) for changes if needed)
Recommendations:

- Exposure to Allergens (pp. 97-98): It is recommended that the administration controls include the policy for Epi-pen administration. It is also recommended to revise the PPE controls to include alternatives for latex gloves as some individuals might have an allergy to latex.
- Extended Work Day (p. 99): It is recommended to add taking micro breaks throughout the day in safe work practices and to add Appendix A Self-care/Mental health wellness tips in the administrative controls. Additionally, it is recommended to increase the psychological hazard probability to either a 2 or 3
- Staff illness at work (p. 100): none

3.7 Policy review: 3.5.11 Emergency Procedures (all services) & Emergency Preparedness Plans (Residential Programs/Support Homes).

3.8 COVID- 19 Pandemic Response:

The Premier announced on February 26, 2022, that the province will be moving forward with stage 2 (of the re-opening plan) on March 1, 2022. Although these stages are beginning to roll out, ICE employees must follow the most up to date COVID-19 protocols and policies.

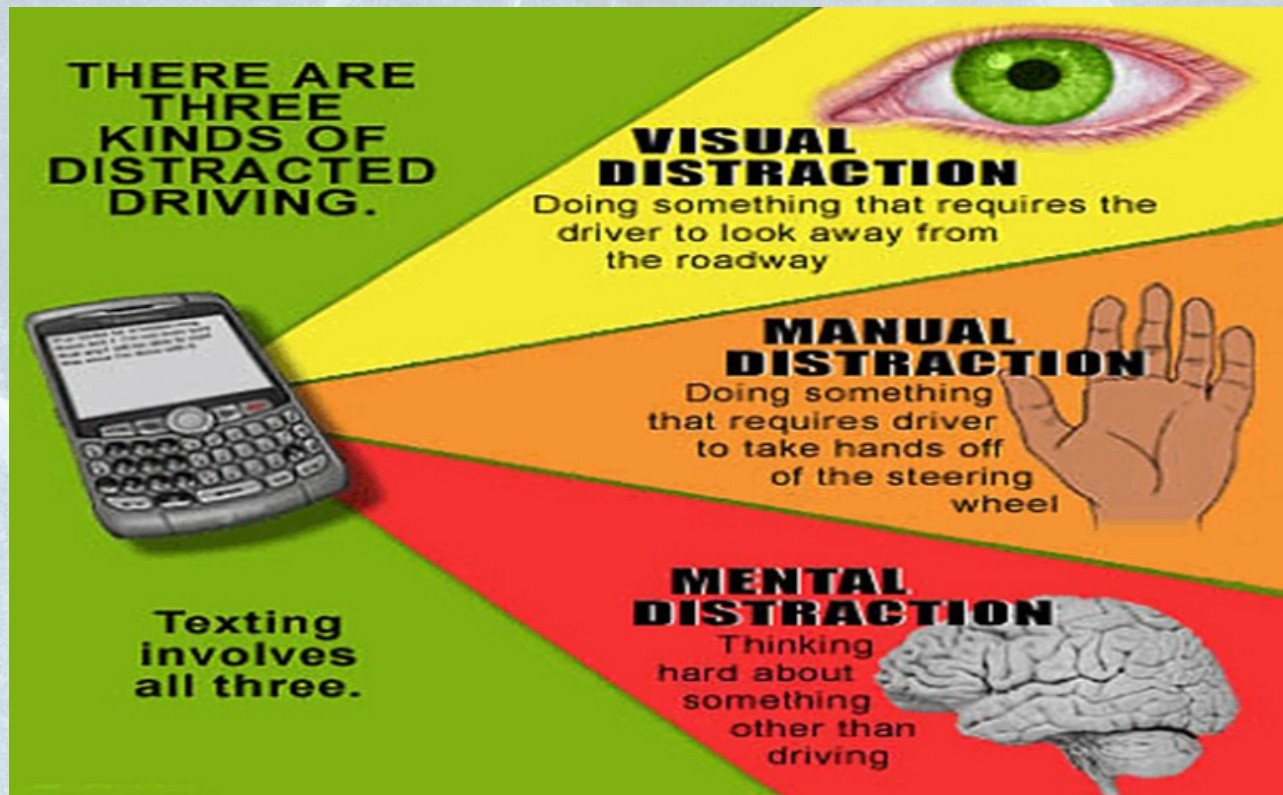
- For updated information regarding COVID 19 vaccinations, please see the following link. <https://www.alberta.ca/covid19-vaccine.aspx>
- Mandatory masking continues to be in effect
- Stay home if you are symptomatic, notify your supervisor immediately, complete COVID-19 AHS Assessment online and keep your supervisor updated.

3.9 Outstanding Committee Member Training/ New Members - Review: All committee members have their H&S training.

3.10 Emergency Response Plan Review Action Plan Template #4 - "Workplace Violence- Bomb Threat, Robbery, and home invasion. HSC Recommendations: it is recommended to revise the definition of a bomb threat and robbery as the vocabulary used was found to be difficult to comprehend.

NEXT MEETING DATE: April 6, 2022 @ 10:00 a.m.

APRIL IS DISTRACTED DRIVER AWARENESS MONTH



How to Curb Your Distracted Driving Habit:

- Put your phone on silent and out of reach. Zip it up inside your bag and put it in the back seat or place your phone in the glove compartment.
- Enable Do Not Disturb on your phone. Some phones can sense when you're driving, stopping notifications, and even send auto-reply to texts.
- Do personal grooming at home.
- Eat meals or snacks before you leave or when you arrive.
- Create a music or podcast playlist and set up navigation settings before driving.
- Find a safe and legal place to pull over and stop if you need to make a call or text. Same thing applies when attending to a child or pet in the vehicle.
- Limit the amount of activity in the vehicle. Boisterous friends and loud music can take your attention off the road. Enlist your passengers' help so you can focus solely on driving.
- Take a break from driving at least every two hours. This will keep you more alert and give you a chance to check your phone if necessary. If you feel drowsy, pull over and rest immediately.

See Policy 2.4.5 Use of Staff Vehicles for more information.



**Protect yourself from
COVID-19
Based on risk**

People at higher risk of severe outcomes from COVID-19 include:

- › Older adults
- › People of any age with chronic medical conditions including: lung disease, heart disease, high blood pressure, diabetes, kidney disease, liver disease, dementia, stroke
- › People of any age who are immunocompromised
- › People living with obesity

How to Reduce Your Risk

- › Get vaccinated
- › Stay home when sick and avoid spending time with sick people
- › Wash your hands
- › Socially distance when possible
- › Avoid large crowds and gatherings
- › Clean high-touch areas frequently

For more information on COVID-19 including booster shot information, visit

<https://www.alberta.ca/coronavirus-info-for-albertans.aspx>

PLEASE WEAR A FACE MASK

A reminder that face masks
are required to be worn
while working with clients.

The Continuous Surgical
Mask Procedure remains in
place and should be
followed at all times. Please
be diligent in following the
Cleaning/Disinfecting
Protocol & Checklist, and the
Prevention Protocol to help
reduce possible
transmission.

