

Occupational Health Plan

Maine Pre-pandemic

- q Periodically review and revise Occupational Health Plan as appropriate.
- q Plan education/training for occupational health activities (see *Education Plan*).

Maine Level 1

(Alert Period)

- q Verify employee seasonal influenza vaccine status and immunize as appropriate.
- q Consider administrative mandate that all employees will receive their annual flu shot.
- q Establish plan for detecting signs and symptoms of influenza in employees.
- q Implement a system for early detection and treatment of healthcare personnel who might be infected with the pandemic strain of influenza.
- q Encourage employees to obtain and carry a hospital picture ID badge.
- q Personnel Committee to develop new enforcement rules, new guidelines for calling in sick, and guidelines for pay. Consider increasing earned time.

Maine Levels II & III

(Evidence of pandemic flu outside the United States)

- q Assemble Pandemic Influenza Response Team to review FCHN Pandemic Influenza Plan.
- q Conduct complete staff training on protocol for early detection and treatment of employees.
- q Have employees research alternative daycare arrangements in anticipation of schools and/or daycare's closing.
- q Plan for employee respite care, to include: sleeping arrangements, nutritional support, clothing, personal hygiene supplies, and other necessary items.
- q Instruct employees to contact Occupational Health (OH) Department when exhibiting influenza-like symptoms before duty.
- q Influenza-like illness include symptoms with:
 - Temperature >100.4° F
 - Cough, sore throat, or difficulty breathing
 - Other symptoms as recommended by Maine State CDC
- q Immediately isolate the employees with the above symptoms using Droplet Precautions:
 - OH staff to use gown, gloves, mask when caring for employee
 - Provide private exam room or cohort if none available
- q Require testing for employees who meet above criteria and have recently traveled to a place where bird flu has been identified.

- q If the above criteria are met, call the Maine State CDC Disease Reporting and Consultation line at 1-800-851-5821 (24 hours a day) immediately per Infection Control Surveillance Plan.
- q Establish visible employee screening confirmation symbol and procure.

Maine Levels II & III

(Evidence of pandemic flu in the United States)

- q Continue with steps outlined above.
- q Have employees confirm alternative daycare arrangements in anticipation of schools and/or daycare's closing.
- q Implement any new enforcement rules, new guidelines for calling in sick, and guidelines for pay.

Maine Levels II & III

(Evidence of pandemic flu in local area)

- q See Maine Level IV.

Maine Level IV

(Increased and sustained transmission in the general population)

- q Incident Command to establish employee screening area in Medical Library or the Side Employee Entrance under the direction of Occupational Health.
- q Outside physician offices, clinics, and ambulance bases (other than the Farmington base) will self screen employees; this will require a dedicated triage screener during the time employees report to work.
- q Assign adequate appropriate personnel from Occupational Health or designee to screen all employees, including personnel to document and alert supervisors of ill employees.
- q Employee and medical staff access to be at the Main Hospital Entrance directly going to the Medical Library , or the Side Employee Entrance for screening before reporting to their workstation.
- q Message communicated to all staff explaining procedures for screening, new enforcement rules, and new guidelines for calling in sick.
- q All staff will be screened by the taking of their temperature and will be questioned about having any flu-like symptoms. Screen with Temporal Artery Thermometer. If any indication of increased fever or symptoms, re-check with oral thermometer. This will be recorded.
- q Any employees who develop flu-like symptoms during their workday will return to the employee screening area for evaluation and disposition.
- q Employees to use library phone number (779-2554) to call in to screen for symptoms if they have any concerns they are ill before they come to work.
- q Screening staff will don gloves, gowns, and masks using Droplet Precautions. See Clinical Guidelines (see Appendix E).

- q Have screening personnel record the date, employee's name, date of birth, department, supervisor's name when identified with influenza-like symptoms. Screening personnel will alert supervisors to ill employees. See description of "Fit for Work" below (see Appendix F).
- q Consider testing employees with flu symptoms for influenza per Maine State CDC protocol.
- q Ill employees who cannot go to work will either go home with instructions (see Quarantine/Self-Care brochure) or will be medically evaluated at Patient Triage.
- q All non-ill employees will report to their workstation after screening. If pandemic vaccination/ antivirals available, give to these employees (see *Medications Plan*).
- q Once cleared, employees will display a visible confirmation throughout their shift.
- q Employees working greater than 24 hours must be re-screened daily.
- q All personnel at high risk of complications (e.g. pregnant, immunocompromised persons) will be reassigned to low risk duties (e.g. non-influenza patient care, administrative duties that do not involve patient care, phone bank/triage or placed on furlough).

q ***Fit for Work***

Ideally, employees are fit to work when at least one of the following conditions apply:

- They have passed screening
- They have recovered from pandemic flu
- They have been immunized against the pandemic strain of influenza as outlined in *Medications Plan*
- They are on appropriate antivirals as outlined in the *Medications Plan*.

Such employees may work with all patients and may be selected to work in units where there are patients who, if infected with influenza, would be at high risk for complications.

Whenever possible, well, unexposed employees should work in non-influenza areas.

Asymptomatic employees may work even if influenza vaccine and antivirals are unavailable.

- q Meticulous attention should be paid to hand hygiene and employees should avoid touching mucous membranes of the eye and mouth to prevent exposure to the influenza virus and other infective organisms.
- q Ideally, staff with Influenza-like Illness (ILI) should be considered "unfit for work" and should not work. **However, in cases of extremely limited resources**, employees may be asked to work if they are well enough to do so and must follow these guidelines.
 - Such employees must work with exposed patients (influenza areas) and should be required to wear a mask if they are coughing.
 - They must pay meticulous attention to hand hygiene.
 - They should not be redeployed to intensive care areas, nursery or an area with

severely immunocompromised patients, i.e. transplant recipients, hematology/oncology patients, patients with chronic heart or lung disease, or patients with HIV/AIDS and dialysis patients.

- q Establish referral from Occupational Health to Evergreen Behavioral Services (EBS) for employee/s who need counseling to maximize professional performance and personal resilience by addressing management of grief, exhaustion, anger, fear, self and family physical needs, and ethical dilemmas.
- q Contact FCHN Chaplain for the above support for those employees who prefer faith-based counseling, or the individual employee's own faith-based support.
- q Provide respite for employees who cannot or choose not to go home between shifts

Post-Pandemic Period (Maine Level V)

(Evidence of influenza activity returned to pre-pandemic level)

- q Reinforce continuous precautionary procedures, such as hand hygiene, respiratory etiquette, etc. in anticipation of second wave.
- q Maintain list of all employees and volunteers who recovered from cases of pandemic flu.
- q Gather electronic numbers to report how many employees tested for influenza, and the results of those tests.
- q Gather electronic numbers of all employee mortality cases from influenza and/or complications of influenza.
- q Gather electronic numbers for all employees hospitalized for influenza.
- q Conduct evaluation of how Occupational Health Plan worked.
- q Assess the effectiveness of vaccine and antiviral distribution for employees.