



CASE MANAGEMENT PLAN

This plan is designed to describe the measures in place at WCCMT to mitigate the risk of transmission of the COVID-19 virus within the WCCMT community and is a part of the WCCMT COVID-19 Safety Plan.

Our Case Management plan consists of the following measures:

1. Mandatory self-screening for students, staff, faculty, and patients and stay-home policy for anyone with symptoms of COVID-19, cold, or flu.
2. Policy for calling 811 in the event of any COVID-19 related symptoms and notification to the College of any self-isolation period mandated by the health authorities.
3. To facilitate contact tracing, seating plans have been established for all classes. Students are arranged into pods of 4 within each cohort of 25-40. Seating plans and students' contact information is available electronically to the College Administration and Health & Safety Officers.
4. We have contacted our local health authority to confirm our compliance with the proper protocols. New Westminster Public Health, within the Fraser Health Authority has confirmed they will contact the College in the event of any potential exposures.
5. Health & Safety Officer in regular contact with all self-isolating students to ensure students have resources they need (access to groceries/health care/online learning etc.)
6. Information on self-isolating procedures is made available to all students who are self-isolating.
7. Referral to mental health resources are made available to all students to help cope with the stress of the pandemic, self-isolation, and/or testing positive for COVID-19.
8. In the event of a positive case of a student, the College will support the student to continue their education by attending class online. The Curriculum Coordinator will re-schedule exams for the student as necessary, and missed exam fees will be waived.
9. In the event of a positive case of a faculty or staff member, the option to work-from-home is available, should the individual be well enough to work. All faculty and staff have access to the College's files online via Sharepoint.
10. In the event of a positive case of a clinic patient, the clinic schedule may be used to facilitate contact tracing, in manner that follows privacy laws. All patients are required to submit medical clearance (signed pre-screening form attesting to being free of symptoms and confirming they have tested positive for COVID-19 within the past 14 days, or been in close contact with anyone who has) prior accessing the public clinic.

Responding to an Outbreak:

The College's COVID-19 Safety Plan includes measures to reduce the risk of transmission of COVID-19 within our campus. These measures have been developed following the guidelines of the local, provincial, and federal health authorities. All students, faculty and staff at WCCMT receive comprehensive infection prevention and control training as part of the on-boarding process.

The College's Health & Safety Officers are responsible for monitoring the local COVID-19 situation. Updates from the health authorities are communicated as needed to students, staff and faculty directly via e-mail, and notices are posted on campus bulletin boards.

In the event of an outbreak in the community or on campus, the College will follow the guidance provided by the local health authorities. This includes enforcing mandatory self-isolation for all individuals who test positive and their close contacts, as identified by the local health authorities. Those who test positive are required to follow the instructions they are given by the health authorities. The Health & Safety Officer will stay in regular contact with all self-isolating students to ensure students have resources they need (access to groceries/health care/online learning etc.). Plans have been secured for emergency janitorial and sanitization in the event of an outbreak on campus.

Medical clearance documentation must be submitted to the College's Health & Safety Officer in order to return to campus (eg. pre-screening form; negative test results; or a copy of their letter from the health authority that confirms the dates of their self-isolation period).

WCCMT Health & Safety Officer Contact:

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