

# Advice from Durham Region Health Department for Multi-purpose Facilities & Senior Centres\*



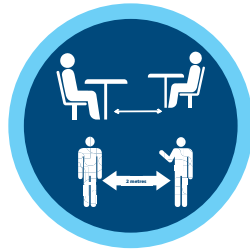
- ✓ Protect yourself and others during COVID-19. Be aware of the most current, credible public health information/ recommendations, and communicate these to staff and the public.
- ✓ Public/private social/event gatherings are restricted to the gathering limits set out by the Province.
- ✓ A safety plan, outlining how to protect staff and the public against COVID-19 within the facility must be made available upon request. A copy of the safety plan must be posted within the facility for viewing by staff and the public. For more details visit the Durham Region Health Department [Safety Plan Template](#), [COVID-19 Workplace Safety Plan Checklist](#) and the Province's [Develop Your COVID-19 Workplace Safety Plan](#).



Post signs at all entrances directing those who are ill not to enter. Advise staff and the public to stay home if they are experiencing symptoms of COVID-19 or have been in close contact with anyone who has been sick with the virus.



A policy must be in place for those entering enclosed public spaces including exemptions set out by the Province from wearing a mask.



Arrange tables/chairs to allow for the movement of seated visitors to ensure physical distancing is maintained between visitors at different tables unless separated by an impermeable barrier. Ensure barriers are cleaned and disinfected between each seating. Maintain physical distancing by keeping 2 metres apart between all individuals not in the same household.



Remind staff and visitors to wash their hands before and after eating, using the washroom and after participating in activities. Post handwashing posters at the stations. Wash hands often for at least 20 seconds where possible or use hand sanitizer when hands are not visibly soiled.



The use of masks is mandatory for all staff and visitors when in an indoor enclosed public space subject to limited exemptions. Staff must wear personal protective equipment (medical mask and eye protection) while indoors when they come within 2 metres of an unmasked individual and where there is no impermeable barrier in place. A face shield is not a substitute for a mask.



Ensure properly stocked, frequently cleaned and disinfected handwash and/or hand sanitizer stations are made available at the entrance and throughout the facility for everyone to wash/sanitize their hands as required.



Clean and disinfect high touch surfaces/ equipment and washrooms frequently. Recommend cleaning and disinfecting twice per day at a minimum while in operation. Use only disinfectants that have a Drug Identification Number (DIN) approved by [Health Canada](#). Follow the manufacturer's direction regarding contact time. Maintain cleaning and disinfecting logs.



Provide/install physical barriers and signage reminders (e.g. one-way directions, markings, plexiglass dividers, posting signs in high traffic areas, handwashing, physical distancing, etc.). When physical barriers are provided, staff are still required to wear a mask.



Have designated roles and responsibilities for staff/ volunteers (e.g. ensuring physical distancing, etc.). Avoid having multiple staff doing the same task within a space. Stagger staff shifts and break times. Ensure facility measures are communicated to staff and enforced.



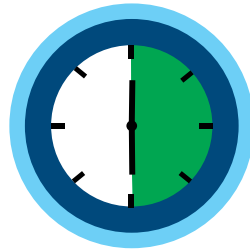
Maintain a log for at least 1 month with contact information for every patron/visitor who enters the facility. This information will be used for contact tracing and only disclosed when requested by the medical officer of health or an inspector under the Health Protection and Promotion Act.



Offer virtual/remote programs that complement in-person programming for those who continue to be isolated or may not yet feel comfortable returning to in-person programming.



Avoid touching the face (eyes, nose and mouth). Practice proper respiratory etiquette (e.g. cough or sneeze into your sleeve or a tissue and not your hands) followed by appropriate hand hygiene.



Limit operating hours to properly clean and disinfect all areas of the facility and/or equipment. Equipment/ items used must not be shared during the activity.



Use contactless payment systems or alternate methods of payment and avoid handling money as much as possible, such as online or credit/debit card "tap" payments.



Prevent group gatherings and overcrowding within the facility. Adhere to the gathering/capacity restrictions set out by the Province. Facility's safety plan must address measures to prevent crowding on-site



Screening must be implemented to ensure the health of individuals. Active screening is required for staff and essential visitors. Screening logs must be maintained for 1 month and only disclosed when requested by the medical officer of health or an inspector under the Health Protection and Promotion Act. For detailed guidance visit the Ministry of Health's website [Ontario COVID-19 Screenings](#).



HEALTH DEPARTMENT

[durham.ca/novelcoronavirus](https://durham.ca/novelcoronavirus)

Durham Health Connection Line | 905-668-2020 or 1-800-841-2729

If you require this information in an accessible format, contact 1-800-841-2729.

\*Pursuant to the Reopening Ontario (A Flexible Response to COVID-19) Act, 2020 and its applicable Regulations, individuals who do not comply with the above noted requirements may be liable for a fine up to a maximum of \$100,000 or in the case of a corporation, not more than \$10,000,000 for each day or part of each day on which the offence occurs or continues.

