

Corrections Outbreak Checklist

For Correctional Health Provincial Director

This checklist outlines the roles and responsibilities for the Corrections Health Provincial Director when an outbreak is declared in a correctional facility. These actions help protect everyone at the facility and ensure a coordinated response to the outbreak. For more information, refer to the [Guide for Outbreak Prevention and Control in Provincial Correctional Facilities](#).

Task/Responsibility	Timeline/ Frequency
☐ Review and maintain familiarity with the Guide for Outbreak Prevention and Control in Provincial Correctional Facilities .	Ongoing
☐ Assume overall responsibility for maintaining health operations in Correctional Health Services to provide optimal care for residents during an outbreak.	Ongoing
☐ Complete and distribute the “Urgent Notification to an Emerging Issue” form.	As required
☐ Support the implementation of outbreak management control strategies by authorizing the deployment of additional staffing, equipment and other resources required to effectively manage the outbreak.	Immediate
☐ Participate in the Outbreak Management Team (if activated) to assist in high-level decision making and management of provincial resources.	As required
☐ Provide representation in the Zone Emergency Operations Centre (if activated) to provide overall leadership relative to the Correctional Health response in an outbreak affecting more than one facility in the zone.	As required
☐ In consultation with the Site Health Services Manager, initiate a post-outbreak debriefing to address outbreak management issues, provide recommendations and revise internal protocols where necessary for improvement.	Post-outbreak