

# COVID-19 INFO

COCHRANE TEMISKAMING RESOURCE CENTRE

**To:** All Staff  
**From:** Daniel Roy  
**Subject:** Updates - Covid-19  
**Date:** April 11<sup>th</sup>, 2022

**“WASH YOUR HANDS, PHYSICALLY DISTANCE, STAY SAFE”  
PLEASE CONTINUE WEARING YOUR PPE’s**



## HEAD OFFICE & SATELLITE STAFF RAMPING UP RETURN INTO OFFICE.

- ✓ Starting this week a greater in office presence at both our 600 Toke Street main office and satellite offices will begin as we return to offering more in-person services and interdisciplinary collaborations across our service teams.
- ✓ The requirement to wear a mask when moving around the building at 600 Toke and in satellite locations will remain.
- ✓ The lunch room refrigerators, microwaves and dishwashers may be used without restriction or any special considerations.
- ✓ Adjustments to the directional signage related to Covid-19 Pandemic protocols, the dedicated washrooms and other small changes will be occurring in the coming days and weeks.
- ✓ The dining tables are available for use. We ask that you be mindful of distancing for your and the comfort of others.
- ✓ Sign-in sheets at doors and entry points into Main office and satellite offices will be removed by April 19<sup>th</sup>, 2022.
- ✓ Masks and hand sanitizer should remain available at all service points for both staff and individuals attending on-site appointments.
- ✓ Professional Resource Team members visiting in any residential location are required to complete a Rapid Antigen Test (RAT) as any visitor into group home locations.
- ✓ Completing a daily wellness self-assessment will continue to be required. Please notify your Supervisor/Manager/Director if you experience any Covid-19 symptoms.
- ✓ Please continue to notify us of any positive PCR or Rapid Antigen Tests.

## **CSS WILL BE ABLE TO WELCOME INDIVIDUALS FROM GROUP HOMES & COMMUNITY TOGETHER.**

- ✓ CSS staff are returning to their work location on April 25<sup>th</sup>, as previously announced.
- ✓ As the plan for the re-launching of activities, co-mingling of individuals will be allowed.
- ✓ Attention will still be paid to having smaller groups.
- ✓ Infection prevention measures, such as hand sanitization and extra hand washing, etc., will remain.



Respectfully,  
Daniel Roy, Human Resources Director  
HRPA Member

Cc Cindy McQuarrie, OPSEU Regional Representative  
Lisa DeRosario, OPSEU L664 Chief Steward  
The Board of Governors