

April 6, 2020

MEMORANDUM TO: Chief Executive Officers of Ontario Public Hospitals

FROM: **Helen Angus**
Deputy Minister, Ministry of Health

Matthew Anderson
President & CEO, Ontario Health

RE: **Use of Alternate Health Facilities and Temporary Structures such as Field Hospitals and Conference Centres**

In follow up to the guidance documents the Ministry of Health (MOH), Ontario Health (OH) and Ministry of Long-Term Care (MLTC) issued on hotels and retirement homes this week, MOH and OH are now sharing guidance related to Alternate Health Facilities. These facilities may include field hospitals, conference centres, schools or other temporary structures. These temporary structures can be used for varied responses including inpatient units, temporary housing or ambulatory care clinics.

The purpose of the guidance document and checklist is to offer suggestions to assist hospital decision-making in creating additional capacity and related implementation considerations. While much of the guidance should not be considered mandatory, key requirements noted in the document, such as compliance with the *Occupational Health and Safety Act*, remain in place.

The Ministry and OH are working with Infrastructure Ontario (IO) who has offered their project management and contract services expertise to activate alternate health facilities should you require assistance. You will find their contact information within the document.

If hospitals wish to increase capacity by utilizing any of these opportunities, we ask that hospitals please work with your Ontario Health regional planning table to ensure any

added capacity aligns with regional planning and any associated costs can be tracked. We ask that you also ensure any new beds that are opened are reported in the daily bed census and details about the alternate health facility are provided to the MOH. In order to facilitate a streamlined communication with your hospital on this important work, we would like you to identify for us your hospital's lead on capacity planning.

Additionally, the Ministry and Ontario Health we will be hosting a webinar on Tuesday April 7, in the afternoon and would invite your hospital's capacity lead to join that call. The webinar will provide an opportunity for us to discuss progress on planned capacity and tracking and respond to questions you may have on the attached materials and on capacity development more broadly.

Please send the name of your capacity planning lead to bedcapacity@ontariohealth.ca.

Enclosures: Alternate Health Facilities COVID-19 Guidance Document – April
6_2020_Final.pdf
Planning Checklist for Alternate Health Facilities (Field Hospitals)_Apr 6
2020_Final.xlsx

Cc: Anthony Dale, Ontario Hospital Association