

May 1, 2020

MEMORANDUM TO: Ontario Health Region Leads
Ontario Health Long-Term Care Leads
Public Health Ontario
Public Health Units
Ministry of Long-Term Care Local Officials

FROM: Dr. Kevin Smith, Exec. Lead, LTC Incident Management System
Mr. Matthew Anderson, President and CEO, Ontario Health
Dr. Barbara Yaffe, Associate Chief Medical Officer of Health
Mr. Mike Heenan, ADM and LTC Incident Management System
Commander

RE: **Regional COVID-19 LTC Response Structures and
Use of PHO IPAC Guidelines**

Over the past week the Ministries of Long-Term Care (MLTC) and Health (MOH) established an Incident Management System (IMS) to address the emerging COVID-19 issues within long-term care (LTC) homes across Ontario. The aim of the IMS structure is to connect all ministries, public health units (PHUs), agencies, and organizations such as Ontario Health (OH) and Public Health Ontario (PHO) to align efforts and quickly deploy the resources needed to stabilize LTC homes.

Consistent with the IMS structure, OH is the lead for our COVID-19 LTC response. To facilitate this activity, OH Regions have identified OH LTC Leads with a central coordination role to:

- ensure LTC homes identified through MLTC and/or public health unit assessments requiring critical support in the areas of health human resources, (HHR) testing, personal protective equipment (PPE) and infection prevention and control (IPAC) are met in an expedited manner; and,
- provide daily information tracking and reporting of the status and progress in stabilizing the sector.

In addition to the IMS structure, the province issued an Emergency Order to enable hospitals to deem a LTC home a workplace and deploy staff to these homes. The Minister of Long-Term Care also issued a Minister's Directive to those homes in a declared COVID-19 outbreak to welcome these added resources.

Operationally, MLTC officials, PHO, local PHUs, LTC homes, and hospitals are to work with OH in support of the central coordination role. One of the main activities of this coordination will be the IPAC assessment and support of homes requiring critical intervention by hospitals. To aid hospitals, PHO has developed an IPAC checklist which hospitals and other providers may use as they complete these assessments in collaboration with the local PHU and MLTC inspectors.

PHO's IPAC checklist can be downloaded at:

<https://www.publichealthontario.ca/-/media/documents/ncov/ipac/covid-19-ipack-checklist-ltcrh?la=en>

<https://www.publichealthontario.ca/-/media/documents/ncov/ipac/covid-19-ipack-checklist-ltcrh?la=fr>

PHUs are responsible for the coordination of testing all residents and staff at LTC homes as a key contributor to the central coordination of OH. Given short timelines desired to get all residents and staff tested, all partners should collaborate to maximize the resources available. The local testing protocol prioritizes homes that are deemed critical (red) by OH, as per input from public health and MLTC, followed by the yellow and green homes. The province has committed that all LTC residents within LTC homes will be tested. To ensure we achieve this goal and plan our efforts properly, PHUs and OH will be required to report daily on the percentage of homes and residents who have been tested.

Additionally, and in compliance with the Minister of Long-Term Care's Directive dated April 25, 2020, any LTC home in outbreak is responsible for the implementation of IPAC assessment recommendations using the standard IPAC checklist from PHO, regardless of which organization completes the assessment (public health unit or a hospital).

We understand these structures may be new to some, but they are necessary to coordinate efforts and ensure an efficient deployment of resources to our LTC homes while respecting the legislative responsibilities of each partner.

Thank you for your continued support and partnership as we navigate this unprecedented time.

Sincerely,

(original signed by)

Kevin Smith,
Executive Lead,
COVID-19 LTC Incident,
Management Response Team

Matthew Anderson,
President and CEO,
Ontario Health

Dr. Barbara Yaffe
Assoc. Chief Medical
Officer of Health

(original signed by)

Mike Heenan
Assistant Deputy Minister
LTC-IMS Commander

c: Ms. Helen Angus, Deputy Minister, Ministry of Health
Mr. Richard Steele, Deputy Minister, Ministry of Long-Term Care
Dr. David Williams, Chief Medical Officer of Health
Mr. Anthony Dale, President, Ontario Hospital Association
Ms. Donna Duncan, CEO, Ontario Long-Term Care Home Association
Ms. Lisa Levin, CEO, AdvantAge Ontario
Ms. Catherine Brown, President, Ontario Health Shared Services

OH LTC Regional Leads:

Central

CEO/Regional Lead: Donna Cripps
LTC Lead: Dr. Mira Backo-Shannon

donna.cripps@lhins.on.ca
mira.backo-shannon@lhins.on.ca

Toronto

CEO/Regional Lead: Tess Romain
LTC Lead: Lindsay Wingham-Smith

Tess.Romain@tc.lhins.on.ca
Lindsay.WinghamSmith@tc.lhins.on.ca

North

CEO/Regional Lead: Rhonda Crocker Ellacott
LTC Lead: Adam Vinet

Rhonda.CrockerEllacott@lhins.on.ca
Adam.Vinet@lhins.on.ca

West

CEO/Regional Lead: Bruce Lauckner
LTC Lead: Emily Christoffersen

Bruce.Lauckner@lhins.on.ca
emily.christoffersen@lhins.on.ca

East

CEO/Regional Lead: Renato Discenza
LTC Lead: Cynthia Martineau

Renato.Discenza@lhins.on.ca
cynthia.martineau@lhins.on.ca