



Outbreak Preparedness Toolkit

Supplies and Resources Quest!

Time Required: 25 min

Target Audience: IPAC Leads, Nurse Managers, Directors of Care, IPAC Champions, New hires (RNs, RPNs, PSWs)

Introduction

It is very important that we know where to access outbreak related supplies and who to contact if we identify that supplies and resources are getting low. This supplies and resources hunt activity will help us become familiar with our facility surroundings and where to quickly find supplies and resources. This way, all staff will be ready to implement additional outbreak precautions or testing required in the event of an outbreak. Let's get prepared!

Variations of this activity can be developed depending on the changing needs of the facilities.

Objectives

- Identify the locations of critical supplies and resources
- Identify missing/low in stock items and discuss plan for restocking

Instructions

Identify the location of the outbreak-related items that are listed in the below table fields. After the activity take up your responses with a colleague/trainer and discuss any challenges in finding/accessing the items listed below. Every participant needs a

copy of this activity. For an in person activity, each participant needs a print copy and pen/pencil; for a virtual activity, provide every participant a digital copy.

Activity

Can you locate the following items...?

Item	Identify the Location &/or Information
<p>1. Key Contact Information</p> <ul style="list-style-type: none"> • TPH Liaison phone number & email • General TPH LRC email address • TPH After Hours phone number • IPAC Hub lead phone number & email 	
<p>2. Specimen Collection Supplies</p> <ul style="list-style-type: none"> • Nasopharyngeal (NP) swabs • Enteric sample collection kits <p>For Specimen Kit and Ordering Instruction please refer to PHO's webpage: https://www.publichealthontario.ca/en/laboratory-services/kit-test-ordering-instructions</p>	
<p>3. Specimen Fridge</p>	
<p>4. Courier Information</p> <ul style="list-style-type: none"> • Where are courier request forms located? 	
<p>5. Additional Precaution Signage, examples:</p> <ul style="list-style-type: none"> • Droplet Precaution • Contact Precaution • Droplet- Contact Precaution • Airborne Precautions 	

Item	Identify the Location &/or Information
6. Outbreak Signage	
7. Isolation carts	
8. Additional PPE <ol style="list-style-type: none"> 1. Gowns 2. Eye Protection 3. Gloves 4. Medical Mask 5. N95 Respirators 	
9. Disinfectants <ul style="list-style-type: none"> • What is the Disinfectant Name and Contact Time? • Does your facility use different disinfectants for routine and during OBs? 	
10. Blank Line List Tool <ul style="list-style-type: none"> • Paper and/or • TPH Electronic Version 	
11. Vaccination Rate for Residents & Staff	

Debrief Discussion Questions

1. Were there any barriers or challenges to accessing any of the above items?
2. What are some possible solutions to remove the identified barriers or overcome the challenges?
3. If you notice that a certain supply is running low, or is close to an expiry date who should you report this to?

Feedback

Thank you for completing the activity. We want to hear your feedback. Please complete this short survey (1-2 min) so we can continue to improve the tools.

https://s.tphsurvey.chkmkt.com/TPH_OBPrep_Toolkit



Additional Resources/References

- [PHO Additional Precautions Signage and Lanyard Cards](#)
- [PHO Personal Protective Equipment \(PPE\)/Swab Kit Intake Form](#)
- [PHO Kit and Test Ordering Instructions](#)
- [PHO COVID-19 and Respiratory Virus Test Requisition](#)
- [PHO General Test Requisition](#)
- [PHO Requisition for Specimen Containers and Supplies](#)
- [PHO COVID-19 PCR Collection Kits](#)
- [PHO Respiratory Viruses Including Influenza – Test Information Index](#)
- [CDC PPE Burn Rate Calculator](#)
- [TPH COVID-19 Specimen Pick-up e-Form](#)
- [Toronto Public Health: Infection Prevention & Control Information for Long Term Care Homes & Retirement Homes](#)
 - Click the above link to access the TPH tools, such as TPH Outbreak Alert Sign, COVID/Respiratory Line List, Enteric Line List, Initial Outbreak Notification Form and more!

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