

Nipissing/Northeast Parry Sound Health Care Providers Outbreak Repatriation and Admissions Protocol

Developed by: Nipissing/Northeast Parry Sound Health Care Providers Repatriation Working Group

Version: 3.0

Approved: December 2014

Revised: May 2026

Purpose

In 2014, the Nipissing/Northeast Parry Sound Health Care Providers Outbreak Protocol was developed by a working group to determine the process for repatriation of residents to LTCH/RH in the Nipissing/Northeast Parry Sound area during outbreaks.

This protocol can be used to inform and guide decisions related to patient transfer during a suspect or confirmed outbreak.

Guidance Documents

This protocol uses recommendations from the document [Outbreak Prevention and Control in Institutions and Congregate Living Settings \(Feb 2025\)](#) to inform decisions related to transfers and admissions. This protocol will be updated by the North Bay Parry Sound District Health Unit in consultation/collaboration with healthcare partners, will review and update this protocol as new or revised Ministry of Health guidance becomes available.

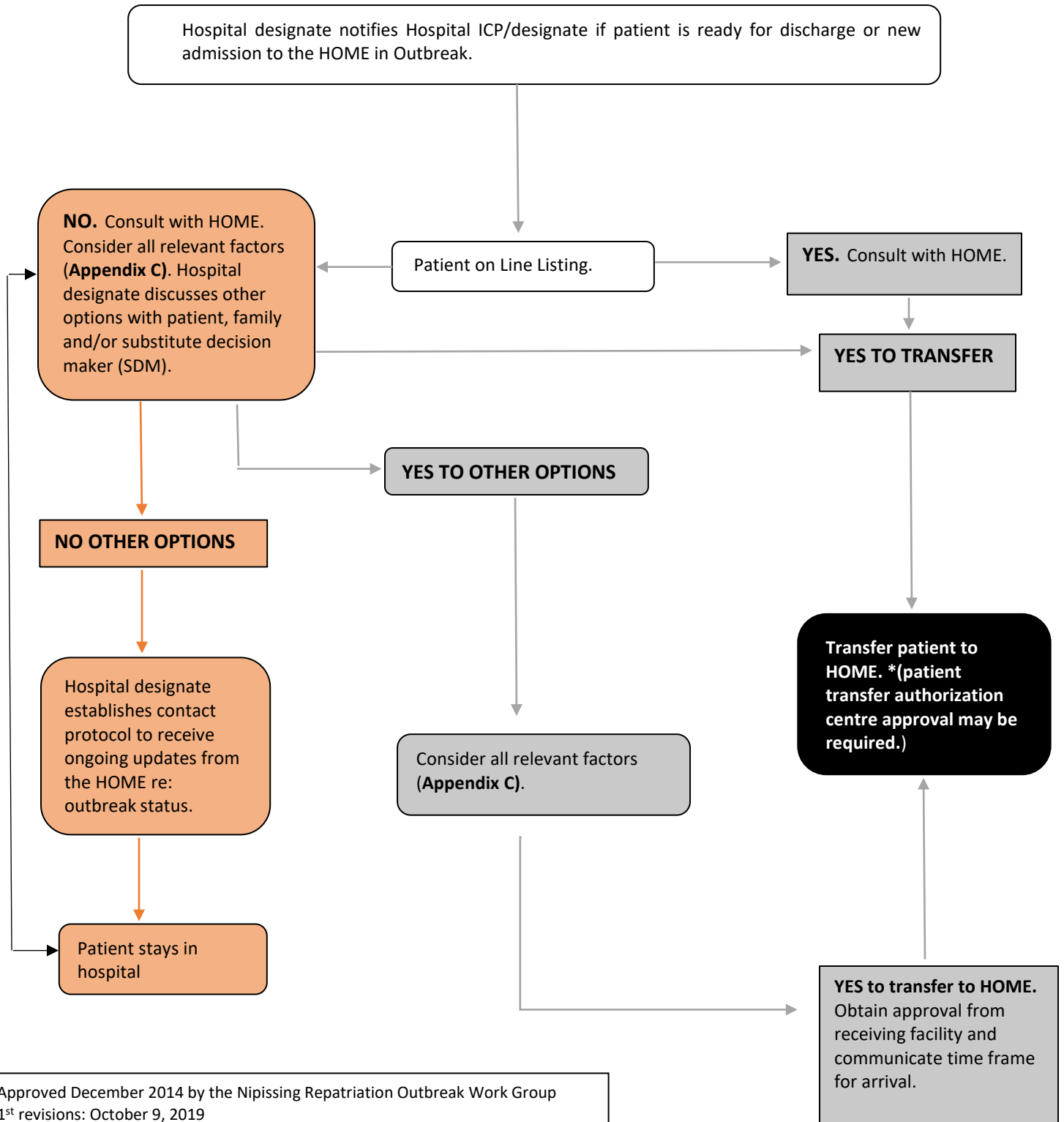
Communications

Communication within the health care system is essential to ensure safe and appropriate resident transfers. When residents are transferred to a hospital setting within the Nipissing and Northeast Parry Sound Districts, an Outbreak Transfer Notification form (Appendix A) should be faxed to the Infection Control Department, with the original copy accompanying the resident. When a resident is returning to the receiving facility, every effort should be made to provide 24 to 48 hours' notice prior to a resident's arrival, where possible.

The North Bay Parry Sound District Health Unit is available for consultation in complex situations to support infection prevention and control measures and assist with risk mitigation. During active outbreaks within the Nipissing and Northeast Parry Sound Districts, the Health Unit will distribute Appendix B each weekday to relevant health care system partners. The email will provide updates on current outbreaks and their status to support informed decision-making related to resident transfers and new admissions.

Outbreak Repatriation and Admissions Algorithm

INPATIENT TREATMENT OCCURS



Approved December 2014 by the Nipissing Repatriation Outbreak Work Group
 1st revisions: October 9, 2019
 2nd revision: May 2026

Appendix A:

North Bay Regional
Health Centre



Centre régional
de santé de North Bay

Outbreak Transfer Notification to North Bay Regional Health Centre

Date: Click or tap to enter a date.

Please be advised that Click or tap here to enter text. **(name of resident)** is being transferred from Click or tap here to enter text. **(facility), Unit/Floor** Click or tap here to enter text. where there is a Choose an item. outbreak. Please ensure that appropriate isolation precautions are taken upon receipt of this resident if applicable.

At the time of transfer, this resident was: Confirmed of outbreak illness (on the line listing)
 Suspected of outbreak illness (on the line listing)
 Free of outbreak illness (NOT on the line listing)

Pending respiratory sample Yes No

Pending enteric sample Yes No

Resident is on antiviral medication: Yes No

Name of antiviral medication: Click or tap here to enter text. Start date: Click or tap to enter a date.

Resident recovery date (symptom resolution): Click or tap to enter a date.

Isolation end date: Click or tap to enter a date.

Resident's vaccination status (If applicable)

Pneumococcal: Yes No Date: Click or tap to enter a date.

Influenza: Yes No Date of most recent dose: Click or tap to enter a date.

RSV: Yes No Date: Click or tap to enter a date.

COVID-19: Yes No Date of most recent dose: Click or tap to enter a date.

For further information, contact Click or tap here to enter text. at Click or tap here to enter text. (Tel. #).

Please fax to Infection Control and Prevention Department at 705-495-7581 and send original with the patient. Thank you for your assistance in this matter.

Appendix B: Current Facility Outbreak - CONFIDENTIAL



Communicable Disease Control
 Contrôle des maladies transmissibles
 myhealthunit.ca

Appendix B: Current Facility Outbreak - CONFIDENTIAL

Date Outbreak Declared (yyyy/mm/dd)	Outbreak Facility (Facility Name & Outbreak #)	Contact at Facility (Contact Name and phone number)	Location of Outbreak (Facility wide vs. confined area)	Type (Respiratory/ Enteric)	Organism	Resident Cases (Total # resident cases to date/ Total # residents at risk)	Date of onset of last resident case (yyyy/mm/dd)	Estimated date of outbreak to be declared over (yyyy/mm/dd)	Outbreak Manager (Name/ Designation & Ext.)	Date of Last Update (yyyy/mm/dd)

This report is provided for use by healthcare professionals to assist in movement of patients/staff between care environments. It is not for further distribution. For more information on these outbreaks, please contact your local Public Health office

Appendix C: Checklist* for transfer of a non-line-listed patient to a HOME in outbreak or from a facility in outbreak

The admission of new residents and return of residents who have not been line-listed in the outbreak (i.e., are not known cases) is encouraged to be considered after one incubation period has passed without any new cases in the home. Exceptions to this may occur. Admissions and transfers to a home in outbreak and/or involving a resident who is on additional precautions may be considered in partnership with local Health Unit and with respect to patient safety, quality of care, and system capacity.

This checklist must be completed **prior** to any transfer to a Home in outbreak OR any transfer to a Home from a facility in Outbreak.

- The patient's attending physician at the hospital is aware the HOME is in outbreak and agrees to the transfer based on review of the current health status of the patient.
- Hospital designate to inform patient or the substitute decision maker (SDM) that the HOME is in outbreak.
- Patient/SDM has been given information about the transfer, understands the risk of transferring to the HOME in outbreak, and still agrees to the transfer.
- If the outbreak in the HOME is due to a vaccine preventable illness (i.e. influenza, COVID-19, RSV) the patient is vaccinated/on antivirals as per current recommendations.
- Enhanced symptom screening for all admissions and transfers, and twice daily symptom screening for 10 days following the admission or transfer.
- If the outbreak is unit-specific, can the patient be admitted to a non-outbreak area of the home (or from a non-outbreak area of the transferring facility)?
- Assess capacity at hospital including factors such as bed crisis. Conduct patient analysis.
- Assess capacity at long-term care home, including staffing.
- Hospital designate completes transfer sheet.
- The receiving facility has approved the transfer/admission/readmission
- The clerk arranges transportation for the patient's transfer to the accepting facility. Where possible the clerk will provide an estimated time of arrival and/or place a courtesy call to the receiving facility within one hour of the patient's expected arrival.

Signature: Click or tap here to enter text. Date: Click or tap to enter a date.

Glossary of Terms

Facility – refers to hospital, long-term care home, or retirement home

Home- refers to Long-Term Care Home or Retirement Home in the Nipissing/Northeast Parry Sound area.

Infection Prevention and Control Professional (ICP)- a health professional designated to be responsible for infection prevention and control programs, who should possess expertise and additional training in infection prevention and control.

Line Listing- a table that summarizes information about probable or confirmed cases associated with an outbreak.

Long-Term Care Home (LTCH)- has the same meaning as under Subsection 2(1) of the Long-Term Care Homes Act in Ontario.

Patient- any patient in the hospital or individual in the community setting awaiting admission/re-admission to a Long-Term Care Home or Retirement Home.

Repatriation- refers to the return of a resident to their own Retirement or Long-Term Care Home

Resident- a person permanently or temporarily residing in a Retirement or Long-Term Care Home

Retirement Home- has the same meaning as under Subsection 2(1) of the Retirement Homes Act in Ontario.

References

Ontario. Ministry of Health (2025). *Recommendations for outbreak prevention and control in institutions and congregate living settings*. Toronto, ON: King's Printer for Ontario. Retrieved from <https://www.ontario.ca/files/2025-02/moh-recommendations-for-outbreak-prevention-and-control-in-institutions-and-clis-en-2025-02-28.pdf>