


Strathmere Lodge

	Manual	Fire & Emergency
	Policy Number	PRC001
	Original Date	September 30, 2016
	Revised/Reviewed Date	May 7, 2024
	Issued By	Environmental Service Manager
	Approved By	Administrator

COMMUNICATION

Internal

Notices to Strathmere Lodge staff concerning any outbreak/pandemic will be posted by the Administrator/designate and emailed to all Strathmere Lodge staff.

The Lodge's broadcast messaging software ("One Call Now") will also serve as a primary means of communication to staff and residents/families.

External

The Lodge will follow direction of The Ministry of Health and Public Health regarding outbreak/pandemic situations.

The Administrator/designate is the only person in the Home permitted to issue media releases.

Notification of the Ministry of Long Term Care will follow procedures for Critical Incident reporting regarding outbreaks. The Director of Resident Care (DRC)/designate will be responsible for contacting the Ministry.

The Middlesex County Chief Administrative Officer (CAO) shall be kept informed by the Administrator of any outbreak/pandemic situation.

Assembly Point

The following areas may be used for the assembly of staff:

Rose Room, Chapel, Conference Room, Staff Dining Room, Hickory Woods dining and sun rooms.