



# **COVID-19 Rapid Response Plan**

**Effective: October 8, 2020**



ALBERTA BIBLE COLLEGE



## ALBERTA BIBLE COLLEGE

*“to equip people for effective service and witness for Christ”*

|  |   |
|--|---|
| <b>Resources</b> .....   | 3 |
| 1. General Relaunch Guidance (Government of Alberta) .....   | 3 |
| 2. Guidance for Post-Secondary Institutions (Government of Alberta) .....  | 3 |
| 3. COVID-19 Info for Albertans (Government of Alberta).....  | 3 |
| 4. COVID-19 Alberta Health Daily Checklist (Government of Alberta).....  | 3 |
| 5. COVID-19 Self-Assessment Tool (Alberta Health Services) .....   | 3 |
| 6. Alberta Contact Tracing App (AB TraceTogether) .....  | 3 |
| 7. Alberta Health Record of Decision: CMOH Order 05-2020 .....   | 3 |
| 8. Alberta Health Record of Decision: CMOH Order 25-2020 .....   | 3 |
| 9. Quarantined and Isolated Persons Who Require COVID-19 Testing or Critical Care for Pre-existing Medical Conditions or Emergency Care (Alberta Health) ..... | 3 |
| 10. COVID-19 Preparedness and Rapid Response Plan (Prairie College) .....  | 3 |
| <b>Related Policies</b> .....  | 4 |
| <b>Preamble</b> .....  | 4 |
| <b>Purpose</b> .....   | 4 |
| <b>Responding to Illness in the Alberta Bible College Community</b> .....  | 5 |
| Scenario #1: When an Attendee is Involved in an ABC Event .....  | 5 |
| Scenario #2: When an International Student is in Quarantine After Arriving in Canada.....  | 5 |
| Scenario #3: When an ABC Community Member is Not Involved in an ABC Event .....  | 6 |
| <b>Community Awareness</b> .....   | 6 |
| <b>Policy History</b> .....  | 7 |
| <b>Appendix</b> .....  | 8 |
| Appendix A: Alberta Bible College COVID-19 Community Compliance Statement .....  | 9 |



ALBERTA BIBLE COLLEGE

*“to equip people for effective service and witness for Christ”*

## Resources

1. [General Relaunch Guidance \(Government of Alberta\)](#)
2. [Guidance for Post-Secondary Institutions \(Government of Alberta\)](#)
3. [COVID-19 Info for Albertans \(Government of Alberta\)](#)
4. [COVID-19 Alberta Health Daily Checklist \(Government of Alberta\)](#)
5. [COVID-19 Self-Assessment Tool \(Alberta Health Services\)](#)
6. [Alberta Contact Tracing App \(AB TraceTogether\)](#)
7. [Alberta Health Record of Decision: CMOH Order 05-2020](#)
8. [Alberta Health Record of Decision: CMOH Order 25-2020](#)
9. [Quarantined and Isolated Persons Who Require COVID-19 Testing or Critical Care for Pre-existing Medical Conditions or Emergency Care \(Alberta Health\)](#)
10. [COVID-19 Preparedness and Rapid Response Plan \(Prairie College\)](#)



ALBERTA BIBLE COLLEGE

*“to equip people for effective service and witness for Christ”*

## Related Policies

Please see ABC’s *COVID-19 Prevention Policy*.

## Preamble

Chief Medical Officer of Health ([CMOH Order 25-2020](#)) became effective in the province of Alberta June 12, 2020. This decision by Alberta’s Chief Medical Officer of Health allows post-secondary institutions in Alberta to resume in-person learning activities in the midst of the evolving COVID-19 pandemic.

## Purpose

The purpose of this document is to ensure Alberta Bible College (ABC) is in compliance with the requirements of the [Guidance for Post-Secondary Institutions](#), as well as the [public health guidelines](#) outlined by Alberta Health Services (AHS) and the Government of Alberta.

This document is intended to guide attendees in the ABC community (e.g., students, faculty, staff, volunteers, campus visitors) should they begin to experience symptoms related to COVID-19<sup>1</sup> while on campus or while engaged in an ABC-related activity off campus (e.g., field experience, retreats). It also directs ABC community members about how to inform the college should they become symptomatic when not engaged in an ABC-related activity.

This document will be updated as appropriate following evolving guidance from AHS and the Government of Alberta.

---

<sup>1</sup> According to the current [COVID-19 Alberta Health Daily Checklist](#) for adults 18 years and older, these symptoms include: fever, cough, shortness of breath/difficulty breathing, runny nose, sore throat, chills, painful swallowing, nasal congestion, feeling unwell/fatigued, nausea/vomiting/diarrhea, unexplained loss of appetite, loss of sense of taste or smell, muscle/joint aches, headache, conjunctivitis (commonly known as pink eye). Minors should use the daily checklist for children under 18, which has key differences from the adult checklist. It is also available at [COVID-19 Alberta Health Daily Checklist](#).





ALBERTA BIBLE COLLEGE

*“to equip people for effective service and witness for Christ”*

## **Responding to Illness in the Alberta Bible College Community**

### **Scenario #1: When an Attendee is Involved in an ABC Event**

Any attendee who begins to experience symptoms related to COVID-19 (see [COVID-19 Alberta Health Daily Checklist](#)) should follow the below procedure:

- Step #1: Immediately inform the appropriate person in charge of their activity (e.g., instructor, supervisor, ABC staff member).
- Step #2: Be immediately isolated from others.
- Step #3: Practice hand hygiene and wear a mask.
- Step #4: Return home to isolate as soon as possible and as long as required following AHS guidelines. See [CMOH Order 05-2020](#).<sup>2</sup>
- Step #5: Use AHS’ online COVID-19 Self-Assessment Tool or contact 811 for screening and testing.
- Step #6. Complete ABC’s COVID-19 Reporting Form to notify ABC in writing that they are symptomatic so that ABC can monitor the situation and notify AHS as required.

As soon as Step #2 above is complete, the person in charge of the activity must ensure that all surfaces that may have come into contact with the symptomatic attendee are cleaned and disinfected.

If ABC learns that two or more attendees have become symptomatic while on site and share a known location link (e.g., attend the same class), ABC must notify AHS (811) as soon as possible (and no later than 24 hours).

If ABC learns that an attendee has tested positive for COVID-19, ABC shall notify Alberta Health Services as soon as possible (and no later than 24 hours).

### **Scenario #2: When an International Student is in Quarantine After Arriving in Canada**

International students who begin to experience symptoms related to COVID-19 (see [COVID-19 Alberta Health Daily Checklist](#)) during their mandatory 14-day quarantine period upon arrival in Canada should follow the following procedure:

- Step #1: Isolate as long as required following AHS guidelines. See [CMOH Order 05-2020](#).

---

<sup>2</sup> It is ideal if the symptomatic individual can use private transport to return themselves home. If this is not possible (e.g., they arrived via public transportation), the supervisor shall coordinate for the individual to be transported home safely in a private vehicle, where physical distancing and mask wearing is in place.



## ALBERTA BIBLE COLLEGE

*“to equip people for effective service and witness for Christ”*

- Step #2: Use AHS’ online COVID-19 Self-Assessment Tool or contact 811 for screening and testing.
- Step #3. Complete ABC’s COVID-19 Reporting Form to notify ABC in writing that they are symptomatic so that ABC can monitor the situation and notify AHS as required.

### **Scenario #3: When an ABC Community Member is Not Involved in an ABC Event**

If a member of the ABC community develops symptoms related to COVID-19 while not on campus and not engaged in ABC-related activity off-campus, they should follow the following procedure:

- Step #1: Isolate as soon as possible and as long as required following AHS guidelines. See [CMOH Order 05-2020](#).
- Step #2: Use AHS’ online COVID-19 Self-Assessment Tool or contact 811 for screening and testing.
- Step #3: Complete ABC’s COVID-19 Reporting Form to notify ABC in writing that they are symptomatic so that ABC can monitor the situation and notify AHS as required.

In the event of any positive COVID-19 test involving Alberta Bible College, all students, faculty, staff, and volunteers will cooperate fully with AHS’ investigation and direction.

### **Community Awareness**

ABC’s COVID-19 Rapid Response Plan will be posted on ABC’s public website (<https://www.abccampus.ca/covid-19-information/>) and internal learning management system (Populi). All students, faculty, staff, and volunteers should be familiar with and follow this plan. This will include:

- Signing the [ABC COVID-19 Community Compliance Statement](#) that confirms that they have read and understood ABC’s COVID-19 Rapid Response Plan and will comply with it. Completed forms will be stored in the individual’s file in the main office (students, staff, volunteers) or academic dean’s office (adjunct faculty).
- Completion of an online orientation module that addresses expectations and shared responsibility to prevent the spread of COVID-19.
- Being encouraged to download and use the Alberta contacting tracing app, [ABTraceTogether](#).
- Reminders of this Rapid Response Plan via verbal, visual, and electronic means.



ALBERTA BIBLE COLLEGE

*“to equip people for effective service and witness for Christ”*

## Policy History

|                             | <b>Name</b>   | <b>Date</b>     |
|-----------------------------|---|-----------------|
| <b>Supersedes/Replaces:</b> | N/A   | N/A             |
| <b>Drafted by:</b>          | Cory Pytlarz<br>(student development dean)  | Sept./Oct. 2020 |
| <b>Approved by:</b>         | President’s Cabinet   | Oct. 8, 2020    |
| <b>Revised by:</b>          | Cory Pytlarz <ul style="list-style-type: none"><li>Revised Alberta Health Daily Checklist and related list of symptoms</li></ul>  | Oct. 27, 2020   |
|                             | Cory Pytlarz <ul style="list-style-type: none"><li>Revised Alberta Health Daily Checklist and related list of symptoms</li></ul>  | Nov. 3, 2020    |
|                             | Cory Pytlarz <ul style="list-style-type: none"><li>Removed most items from appendix and replaced them with hyperlinks to online sources</li><li>Made reference to separate Alberta Health Daily Checklists for minors/adults.</li></ul> | Nov. 6, 2020    |
| <b>Retired on:</b>          | N/A   | N/A             |
| <b>Superseded by:</b>       | N/A   | N/A             |



ALBERTA BIBLE COLLEGE

*“to equip people for effective service and witness for Christ”*



# Appendix



ALBERTA BIBLE COLLEGE





ALBERTA BIBLE COLLEGE

*“to equip people for effective service and witness for Christ”*

## **Appendix A: Alberta Bible College COVID-19 Community Compliance Statement**

### **Alberta Bible College COVID-19 Community Compliance Statement**

I hereby acknowledge that I have read, understood, and will abide by the terms outlined in the following documents: **(please check each applicable box)**

- Alberta Bible College’s *COVID-19 Prevention Policy*
- Alberta Bible College’s *COVID-19 Rapid Response Plan*

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_