



ALBERTA BIBLE COLLEGE

Communicable Disease Rapid Response Plan

Date Approved: 10/12/2021

Status: Approved

ABC Department: All Departments

Scope of this Policy: This policy is intended to guide staff, faculty, students, volunteers, and visitors should they begin to experience communicable disease symptoms¹ while on campus or while engaged in an ABC-related activity off campus (e.g., field experience, retreats). This policy also directs ABC community members how to inform the college should they become symptomatic when not engaged in an ABC-related activity.

This policy applies to all ABC staff, faculty, students, volunteers, and visitors to minimize the risk of transmission of communicable disease.

Definitions:

1. ABC community member: An ABC staff, faculty, student, volunteer, or visitor.
2. Staff: A person who is under contract to work for ABC on either a part-time or full-time basis.
3. Faculty: A person who is under contract to teach at ABC on either a part-time or full-time basis. This includes adjunct faculty.
4. Student: A person who is enrolled in a program of study at ABC. This includes unclassified students.
5. Volunteer: A person who requires access to ABC's campus on a one-time, irregular, or regular basis for the purposes of conducting volunteer work. Such persons will have completed the ABC screening process.
6. Visitor: A person accessing ABC's campus on a one-time or irregular basis.
7. Outbreak: An outbreak is declared in any "non-healthcare workplace ... when there are 10 or more cases," "[Outbreaks in Alberta](#)."

Policy:

Alberta Bible College will comply with municipal, provincial, and federal health measures with respect to limiting the spread of communicable diseases. These will evolve over time, and this policy will be updated accordingly. However, ABC's ongoing approach will include:

1. Responding to illness in the ABC community when an attendee is involved in an ABC event.
2. Responding to illness in the ABC community when an international student is in quarantine after arriving in Canada.

¹ A symptoms checklist for adults 18 and older, as well as a separate checklist for children under 18, is available from the [COVID-19 Alberta Health Daily Checklist](#).



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3. Responding to illness in the ABC community when an ABC community member is not involved in an ABC event.
4. Outbreak management.
5. Community awareness.

Procedures:

1. When an Attendee is involved in an ABC event
 - a. Any attendee who begins to experience symptoms related to COVID-19 or other similar communicable diseases (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: Immediately isolate from others.
 - Step #3: Practice hand hygiene and wear a mask.
 - Step #4: Return home to isolate as soon as possible and for as long as required following provincial health guidelines.²
 - Step #5: Use the Alberta Health Services **online [COVID-19 Self-Assessment](#)** or contact 811 for screening and testing advice.
 - Step #6. Complete ABC's COVID-19 Reporting Form to notify ABC so that the college can monitor the situation as it develops and provide the appropriate support. The individual may need to complete the form several times throughout the process (e.g., when symptomatic, when tested, when having received the test results). If the individual receives a positive result for COVID-19, they must inform ABC within 24 hours.
 - Step #7: When college administration learns of a positive case of COVID-19 within the ABC community, it will communicate this information to the ABC community within twenty-four hours and encourage the community to monitor for symptoms. The identity of the individual who has tested positive will not be identified.
2. When an international student is in quarantine after arriving in Canada
 - a. International students who begin to experience symptoms related to COVID-19 or other similar communicable diseases (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 provincial health guidelines.

² 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 will coordinate for the individual to be transported home safely in a private vehicle, where physical distancing and mask wearing is in place.



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- Step #2: Use the Alberta Health Services online [COVID-19 Self-Assessment](#) or contact 811 for screening and testing advice.
 - Step #3. Complete ABC's COVID-19 Reporting Form to notify ABC so that the college can monitor the situation as it develops and provide the appropriate support. The individual may need to complete the form several times throughout the process (e.g., when symptomatic, when tested, when having received the test results). If the individual receives a positive result for COVID-19, they must inform ABC within 24 hours.
3. When an ABC community member is not involved in an ABC event
- a. If a member of the ABC community develops symptoms related to COVID-19 or other similar communicable diseases 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.
 - Step #2: Use the Alberta Health Services online [COVID-19 Self-Assessment](#) or contact 811 for screening and testing advice.
 - Step #3. Complete ABC's COVID-19 Reporting Form to notify ABC so that the college can monitor the situation as it develops and provide the appropriate support. The individual may need to complete the form several times throughout the process (e.g., when symptomatic, when tested, when having received the test results). If the individual receives a positive result for COVID-19, they must inform ABC within 24 hours.
 - Step #4: When college administration learns of a positive case of COVID-19 within the ABC community, it will communicate this information to the ABC community within twenty-four hours and encourage the community to monitor for symptoms. The identity of the individual who has tested positive will not be identified.
4. Outbreak management
- a. Should ABC become aware that 10 or more cases of COVID-19 are connected to the ABC community, ABC will report this to Alberta Health Services' Communicable Disease Outbreak division (1-888-522-1919 or cd_outbreak@albertahealthservices.ca) and cooperate with resulting instructions.
 - b. Ten positive cases within the ABC community will also be the threshold for moving all learning and community events to a virtual format until such time as the outbreak is declared over by Alberta Health Services. If the ABC campus is not closed by Alberta Health Services, staff will be allowed to continue to work on site if they are not isolating due to a positive COVID-19 test or experiencing symptoms related to COVID-19.
5. Community awareness
- a. ABC will provide community members access and orientation to ABC's *Communicable Disease Prevention Policy* and *Communicable Disease Rapid Response Plan*. These policies will be posted on ABC's website and on Populi.



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Related Information:

1. Alberta Bible College *Communicable Disease Prevention Policy*.

Sources and Resources:

1. **COVID-19 Alberta Health Daily Checklist (Government of Alberta)**
 - <https://open.alberta.ca/publications/covid-19-information-alberta-health-daily-checklist>
2. **Alberta Health Services COVID-19 Self-Assessment**
 - <https://myhealth.alberta.ca/Journey/COVID-19/Pages/COVID-Self-Assessment.aspx>
3. **“Outbreaks in Alberta”**
 - <https://www.alberta.ca/covid-19-alberta-data.aspx#p25721s5>
4. **“Covid-19 Workplace Outbreak Frequently Asked Questions (FAQ)”**
 - <https://www.albertahealthservices.ca/assets/info/ppih/if-ppih-covid-19-workplace-outbreak-faq.pdf>

Policy History:

| Date | Author's Name | Key Changes | Approved By |
|----------------|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| Sept. 1, 2021 | Cory Pytlarz (student development dean) | New policy | President's Cabinet |
| Sept. 16, 2021 | Cory Pytlarz (student development dean) | <ul style="list-style-type: none">• Removal of links to health orders• Renaming of Reporting Form• Addition of procedure for informing ABC community when positive Covid cases occur | President's Cabinet |
| Oct. 12, 2021 | Cory Pytlarz (student development dean) | <ul style="list-style-type: none">• Content related to outbreak management | President's Cabinet |

Revised 10/13/2021

Policy due for review on: One year from last revised date