



ALBERTA BIBLE COLLEGE

Communicable Disease Rapid Response Plan

Date Approved: 10/12/2021

Status: Inactive

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. It will be activated when public health measures or health-related states of emergency require. It will be deactivated when these measures/states of emergency are not in place.

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: See "[Outbreaks in Alberta.](#)"
8. Close contact: See "[Information for Close Contacts of a COVID-19 Case](#)"

Policy:

Alberta Bible College will comply with municipal, provincial, and federal health measures with respect to limiting the spread of communicable disease. These measures 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.

¹ A symptom 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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2. Responding to illness in the ABC community if an international student is in quarantine after arriving in Canada.
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 disease (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 and their close contacts in the ABC community within twenty-four hours.
 - Step #7: When college administration learns of a positive case of COVID-19, and the affected person has participated in in-person ABC activities within the last ten days, 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 disease (see [COVID-19 Alberta Health Daily](#)

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 (as much as possible) and mask wearing is in place.



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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.
 - 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 and their close contacts in the ABC community within twenty-four 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 disease while not on campus and not engaged in an ABC-related activity off-campus, they should follow the following procedure:
 - Step #1: Isolate as soon as possible and as long as required following provincial health 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 and their close contacts in the ABC community within twenty-four hours.
 - Step #4: When college administration learns of a positive case of COVID-19, and the affected person has participated in in-person ABC activities within the last ten days, 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 ten or more cases of COVID-19 are connected to ABC community members who have participated in in-person ABC activities within the last ten days, and if outbreak reporting is required by Alberta Health Services, ABC will report this to AHS's Communicable Disease Outbreak division (1-888-522-1919 or cd_outbreak@albertahealthservices.ca) and cooperate with resulting instructions.



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- b. The threshold of positive cases in 4.a. 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.

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>
- 5. **Information for Close Contacts of a COVID-19 Case (Alberta Health Services)**
 - <https://www.albertahealthservices.ca/topics/page17221.aspx#:~:text=A%20close%20contact%20is%20anyone,worn%20during%20that%20contact%2C%20or>

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 	President’s Cabinet



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		when positive Covid cases occur	
Oct. 12, 2021	Cory Pytlarz (student development dean)	<ul style="list-style-type: none"> Content related to outbreak management 	President's Cabinet
Mar. 1, 2022	Cory Pytlarz (student development dean)	<ul style="list-style-type: none"> Clarification in defining an outbreak within the ABC community 	President's Cabinet
April 5, 2022	Cory Pytlarz (student development dean), David Ford (academic dean)	<ul style="list-style-type: none"> Minor grammatical revisions and content clarifications/updates Update to "outbreak" definition and outbreak management protocol Adding COVID-19 Reporting Form hyperlink 	President's Cabinet
April 19, 2022	Cory Pytlarz (student development dean)	<ul style="list-style-type: none"> Definition, resource, and procedure regarding close contacts 	President's Cabinet
April 26, 2022	Cory Pytlarz (student development dean)	<ul style="list-style-type: none"> Further clarification around procedure regarding close contacts 	President's Cabinet
May 24, 2022	Cory Pytlarz (student development dean)	<ul style="list-style-type: none"> Minor edits to correct typo and add consistency of language Remove potentially time-sensitive description of outbreaks 	President's Cabinet
June 2, 2022	Cory Pytlarz (student development dean)	<ul style="list-style-type: none"> Reduced fourteen days to ten days related to communicating COVID-19 cases and outbreak reporting/management 	President's Cabinet
August 24, 2022	Cory Pytlarz (student development dean)	<ul style="list-style-type: none"> Policy Deactivated Policy Activation/deactivation statement added 	President's Cabinet

Revised 8/29/2022

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