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## QSLA Response Plan | COVID-19 Case Management

Health and safety of members and staff is our priority. QSLA follows directions from the Government of Ontario as well as Toronto Public Health (TPH). TPH is responsible for declaring an outbreak, determining if an outbreak exists and providing direction on outbreak control measures as well as supporting contact tracing efforts.

This document outlines the processes in place and responsibilities of key individuals.

### **Contact:**

1. [Toronto Public Health](#): 8am-6pm: (416) 338-7600, afterhours: 311
2. QSLA Occupational Health Officer: Claudia Mandekic: (416) 882-9174

### **Self Assessment**

It is the responsibility of all employees, members, visitors and parents to maintain current knowledge of the symptoms of the COVID-19 virus.

To get most up to date information, please access the [City of Toronto](#) webpage and the [Public Health Ontario](#) webpage.

Before coming to the BallMatics Academy each day, everyone is required to perform the [COVID-19 self assessment](#) prior to entering our location and remain home if they have any signs or symptoms of COVID-19.

It is recommended that anyone experiencing symptoms contact 311 and seek testing. These individuals are not permitted to enter any QSLA facilities.

Employees, members, visitors and parents are expected to report the results of their COVID-19 test to QSLA as soon as they are available so additional actions may be taken if necessary.

### **Protocols:**

#### **#1. QSLA staff, participant/member, parent or visitor tests positive for COVID-19**

When an employee, participant/member or visitor has tested positive for COVID-19:

- QSLA Occupational Health officer will send a communications email to all QSLA participants/members, parents and employees
- QSLA Occupational Health officer will notify TPH the name of person that tested positive



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- QSLA Occupational Health Officer will prepare information including attendance of staff, members and visitors and contact information in the event TPH requests this information for contact tracing purposes.
- QSLA Occupational Health Officer will organize enhanced cleaning protocol that may need to be performed. These area(s) will be closed until the enhanced cleaning is completed.
- TPH will investigate to identify individuals with a high-risk exposure to the case (close contact; defined as someone who has spent 10-15 minutes or more with close proximity of less than 6 feet)
- Member/staff who has tested positive to self-isolate for 14 days in accordance with TPH protocols

## **#2. QSLA staff or participant/member showing symptoms of COVID-19 OR a household family member (close contact) is waiting for COVID-19 test results**

If an employee, staff member or participant show symptoms of COVID-19 or, they or a household family member are awaiting test results:

- They are to stay home.
- If symptoms appear at QSLA facility, they must wait in our Wellness Pod until picked up or arrangements can be made with the direction to self-isolate and seek testing for COVID-19. Call 911 for severe illness.
- The individual waiting in the Wellness Pod must wear PPE while in the Wellness Pod.
- Anyone providing care or supervision of ill employee or member must maintain a distance of 6 feet and use appropriate PPE (mask, face shield, gloves).

QSLA Occupational Health Officer will:

- Investigate activities of the employee/member to determine nature of activities (ex. if physical distancing guidelines were followed), identify contacts and if PPE was worn.
- Follow up with employee/member regarding their well-being and test result

If the results are NEGATIVE:

- And the individual has not had a high-risk exposure to COVID-19, employee/member may return to QSLA facility 24 hours after being symptom free.
- But they are a close contact of someone who tested positive for COVID-19, they must remain in self-isolation for 14 days and monitor symptoms.



If the results are POSITIVE: Follow protocol #1 above.

### #3. Symptomatic employee/participant/member who does NOT get tested

An employee or member who are symptomatic and DO NOT get tested for COVID-19 must self-isolate for 14 days from start of symptoms.

After 14 days, if well (no fever, no symptoms) they can stop self-isolating, but do have to practice physical distancing.

After 14 days, if unwell, contact TPH or primary health care provider.

### #4. Employee or member who identifies as a 'Close Contact (house family member)' of someone with positive COVID-19 test results

When QSLA gets notified that an employee or participant/member is a close contact of someone with positive COVID-19 test result:

- Employee or participant/member is sent home immediately to self-isolate and contact TPH at 416 338-7600 (or call 311 after 6pm). It is recommended they get tested for COVID-19 and notify QSLA of their results.
- QSLA Occupational Health officer will investigate nature of the activities of the employee or participant/member while at QSLA facility, and whether physical distancing was followed and if PPE was worn, as well as all contacts of the employee or member.
- If results are NEGATIVE, employee or member must self-isolate for 14 days from last exposure to positive case.
- If the results are POSITIVE: Follow protocol #1 above.

### #5. When an employee or member can return to QSLA facility

A **non-test based** approach is used to clear cases. The exception is for serious cases of COVID-19 that require hospitalization. Based on TPH / Ministry of Health guidance, an employee or member may return to QSLA facility when:

- Mild to moderate case of COVID-19 are considered recovered 14 days after symptoms started, no fever and symptoms improved. This will be confirmed by TPH. RE-TESTING IS NOT REQUIRED.
- Asymptomatic (no symptoms) cases of COVID-19 are recovered 14 days after positive test was taken. This will be confirmed by TPH. RE-TEST IS NOT REQUIRED.
- Employee cleared by TPH can return to work without additional testing.



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- Individuals who have travelled outside Canada should isolate for 14 days. If symptoms free after this period, they may return to work/school.

## Outbreak of COVID-19

TPH is responsible for determining if an outbreak exists, declaring an outbreak, and providing direction on outbreak control measures to be implemented.

QSLA response will be guided by TPH as they determine epidemiological links such as cases in the same cohort and cases that have assigned members in close proximity to each other.

TPH will determine which cohorts are high risk contacts requiring isolation.

An outbreak will be declared *over* by TPH when:

- At least 14 days from the last outbreak associated case including staff, members or visitors or anyone else in the facility during the outbreak.
- No further symptomatic individuals with tests pending.

## Records management

QSLA is prepared to provide the following information or have access to the following records within 24 hours of TPH request:

- Attendance records
- Team lists and player training location charts
- Up-to-date contact information for parents, staff and participants
- Records of visitors