

# COVID-19 INFO

COCHRANE TEMISKAMING RESOURCE CENTRE

**To:** All Staff  
**From:** Daniel Roy  
**Subject:** Covid-19 response  
**Date:** March 30<sup>th</sup>, 2020

The CTRC Management Team has met. The following is communicated:

**PLEASE NOTE:-** Any CTRC staff, known to the Employer as having been tested for possible Covid-19 have all had results come back negative. We will work to ensure a safe return to work.

- ✓ **This week our mission is to keep-up the great efforts.**
- ✓ **Our goal has been and continues to be delaying, as long as possible, the presence of Covid-19 in our residential homes. KEEP UP THE GOOD WORK!!**
- ✓ **Continue being safe, take care of yourself so you can care for others. Review the employee resources on our website and reach-out to Timmins Family Counseling for support at 705-267-7333.**
- ✓ **Continue with the Wellness checks when arriving on shift. Stay home if you are sick with a cough and fever and call your Supervisor.**
- ✓ **If you are away from work sick with fever and cough, we continue to suggest calling your supervisor to plan any return to work.**
- ✓ **All individual residents are well and no one is exhibiting concerning symptoms at this time.**
- ✓ **Consequently no PPE's should be used when working with healthy individuals. Please conserve the PPE's in the event we have an individual become ill and needing to be quarantined. This is as per Public Health direction.**

- ✓ **Continue to call upon CTRC Professional Resource Teams and CSS for shopping and other residential needs. Continue to have individuals and staff working in a protected environment as much as possible.**
- ✓ **Supplies continue to be sourced and accumulated. We are posting a supply request to our CTRC Web page- Please visit and consider sharing in your Facebook groups and with friends.**
- ✓ **Satellite locations and the CTRC Head Office will remain closed to the public beyond April 6<sup>th</sup>. Employees currently working from remote locations will continue to function as they have.**
- ✓ **Please remember that the most important actions we can take are to wash our hands regularly and maintain social distance.**

Respectfully,



Daniel Roy  
Human Resources Director

Cc Darren Renaud, L664 President  
Cindy McQuarrie, OPSEU Regional Representative  
Sarah Cashabec for Board Distribution  
HR for web posting