



How you want to be treated.

Memorandum

To PHC Leaders

From Christopher De Bono, PhD Vice President, Mission, People and Ethics

Date March 4, 2020

Re. **Staff compensation and coding due to COVID-19**

While the risk to British Columbians remains low, we understand that PHC leaders are receiving questions regarding self-isolation and time coding arising from staff who are returning from travel or who may have had contact with a COVID-19 patient.

The recommendation from the Vancouver Coastal Health public health office is that there are no restrictions for PHC staff returning from travel as long as they do not have signs and symptoms of illness, apart from staff returning from Hubei province in China (including Wuhan) or Iran.

Staff who are returning from Hubei province in China or Iran are asked to take extra precaution and self-isolate for 14 days and closely monitor for symptoms. This means that staff should stay home from work during this 14-day period and notify their manager in advance to confirm if they are eligible to take paid general leave (not sick leave) from their scheduled work. We acknowledge the list of countries/regions may evolve over time.

In cases where staff are instructed by a Medical Health Officer to self-isolate (although no symptoms are present) and not come to work, PHC will also code this time as paid general leave.

In cases where staff have symptoms, they should stay home from work. PHC will code this as sick time.

If staff contract COVID-19 from exposure at work, it is a WorkSafeBC (WSBC) claim and will be submitted as such by the employer.

Please refer to the following summary:

No symptoms but requested by PHC to self-isolate	Paid General Leave
Symptoms	Sick Leave
Exposure to COVID-19 at work	WSBC Claim

The best protection for staff and visitors to PHC sites is still to follow proper hygiene etiquette during the cold and flu season including proper hand-washing with soap and water or alcohol-based hand sanitizer, cover your mouth and nose when coughing or sneezing and stay home when you are sick.



Sites: St. Paul's Hospital | Holy Family Hospital | Mount Saint Joseph Hospital | Youville Residence | St. John Hospice
St. Vincent's: Brock Fahrni, Langara, Honoria Conway - Heather | Crosstown Clinic

Community Dialysis Clinics: Sechelt | Richmond | Powell River | Squamish | North Shore | Vancouver | East Vancouver