

COVID-19 Update

Date: Tuesday, July 14, 2020

To: Everyone at HHS

From: Kelly Campbell, Vice President, Corporate Services and Capital Development
Leslie Gauthier, Vice President, Clinical Support Services and Surgery

Subject: **Universal masking extended to ALL HHS sites/locations**

Key Messages:

- **Universal masking will soon be in effect at all HHS sites and facilities.**
- **Handwashing and physical distancing are critical to stop COVID-19, and masks are an added component to prevent spread**
- **Physical distancing should be maintained wherever it's feasible.**

What's new

In compliance with a Hamilton municipal bylaw anticipated to come into effect on July 20, 2020, all facilities at HHS, including non-clinical sites, will be subject to universal masking. Everyone entering any HHS occupied space in the following locations will have to wear a mask and keep it on during their stay. This includes HHS staff, visitors and suppliers.

The sites now covered by the universal masking rule include:

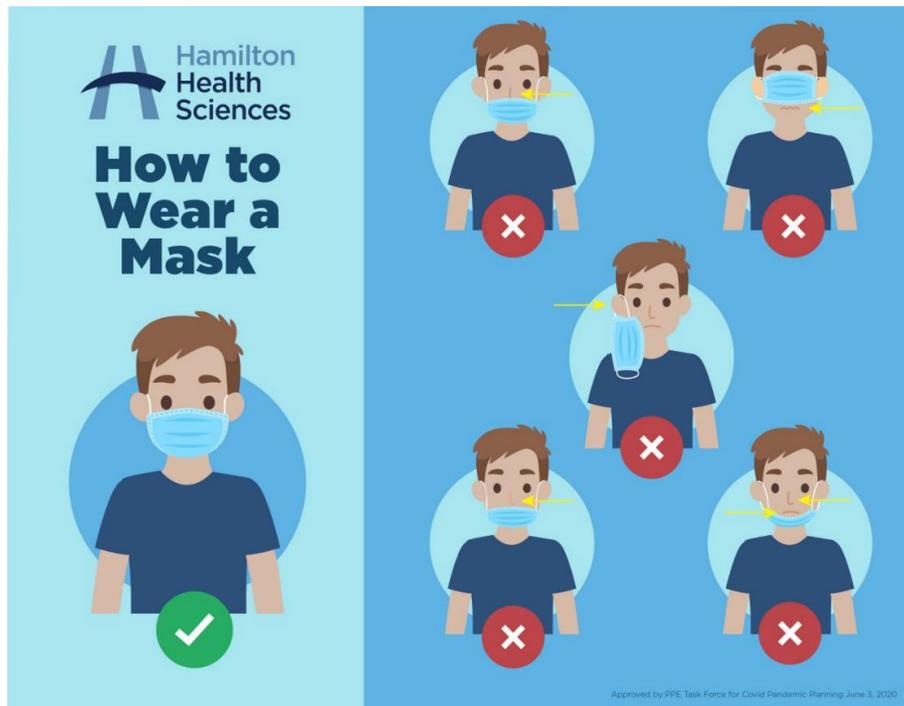
- David Braley Cardiac, Vascular & Stroke Research Institute
- King West
- 688 Concession Street
- 293 Wellington

Acceptable types of masks for non-clinical sites

Non-medical disposable or cloth masks can be worn at the HHS non-clinical sites now included in the universal masking rule. HHS will provide cloth masks for HHS staff in HHS occupied areas of these facilities. Personal or homemade cloth masks may also be worn. Logistics will arrange delivery of cloth masks to these non-clinical sites prior to July 20.

How to wear a mask properly

Everyone should wear their mask properly, with their mouth and nose fully covered.



Everyone is also reminded to wash their hands:

- Before putting on a mask
- Before and after removing a mask
- Whenever they touch their mask.

Storing a cloth mask

Remove your mask to eat or drink using the container method or lay flat on a clean napkin or paper towel. Staff can store their cloth mask in a paper bag or plastic container, placing the dirty side up or facing outwards.

Caring for a cloth mask

Cloth masks should be washed every day following use:

- Wash the mask in hot, soapy water after each day of use for 20 seconds or put in washing machine and dryer on “hot” cycles.
- Do not use disinfectant sprays or wipes.

More information on how to wear and care for cloth masks is [available here](#).

Universal masking and physical distancing reminders

Staff and physicians must continue to abide by the rules in place to stop the transmission of COVID-19 at ALL HHS locations, whether at clinical sites or other HHS facilities:

- Physical distancing is absolutely required between everyone any time PPE is removed (break rooms, eating areas, entering and exiting the facility)
- Individuals working in a private office may remove their mask and store it appropriately but must wear it again when another individual enters communal workspaces.
- In work areas where physical distancing is not always possible, universal masking is required.

All staff entering our **hospital sites** must wear medical-grade disposable masks due to the potential of encountering patients and to help prevent spread between our patients and colleagues in these higher risk areas. Medical masks are provided by unit managers in the clinical areas.

Staff and physicians working in our hospital sites should remember to take a clean mask home at the end of their shift for the following day. If staff do not have a medical grade mask when they come to the hospital, they will be directed to the patient/visitor entrances. **Staff cannot wear a cloth mask in our hospital sites, only when working in our non-clinical sites.**

Information on patient masking

- Universal masking is in place across our sites with **some exceptions** (admitted patients, younger pediatric patients or adults who cannot tolerate a mask)
- Physical distancing should be planned for and maintained wherever feasible (waiting rooms, procedure areas) despite masking of patients, family members/caregivers and visitors.

Our actions will not only help everyone at HHS, but also, our families, colleagues, patients and vulnerable people in our community.

Kelly and Leslie