

Department of Health/ Ministère de la Santé
Office of the Deputy Minister / Bureau du sous-ministre
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Date : August 20, 2009 / le 20 août 2009

To/Dest. : Byron James, Deputy Minister, Department of Post-Secondary Education, Training and Labour / Sous-ministre, ministère de l'Éducation postsecondaire, de la Formation et du Travail
Patrick Francis, Deputy Minister, Aboriginal Affairs Secretariat / Sous-ministre, secrétariat aux affaires autochtones

From/Exp. : Don Ferguson
Deputy Minister / Sous-ministre

Copies : Marie-Josée Groulx, Department of Post-Secondary Education, Training and Labour / Ministère de l'Éducation postsecondaire, de la Formation et du Travail
Sarah Ketcheson, Aboriginal Affairs Secretariat / Secrétariat aux affaires autochtones

**Subject/
objet :** Pandemic (H1N1) 2009/pandémie (H1N1) 2009

Dear Deputy:

Monsieur,

As part of our commitment to providing up-to-date information during Pandemic (H1N1) 2009, please find attached an information package from the Office of the Chief Medical Officer of Health.

Dans le cadre de notre engagement à fournir des renseignements à jour pendant la pandémie (H1N1) 2009, vous trouverez ci-joint une trousse de renseignements provenant du Bureau du médecin hygiéniste en chef.

The Department of Health is asking for your cooperation in distributing these information packages to post-secondary education, training and labour facilities in New Brunswick.

Le ministère de la Santé demande votre aide afin de distribuer ces trousse de renseignements aux établissements d'éducation postsecondaire de la formation et du travail du Nouveau-Brunswick.

We are also requesting that your department contact Nichole Bowman at the Department of Health with the names of the organizations receiving the packages and the date the packages were sent. Ms. Bowman can be reached at nichole.bowman@gnb.ca. This will enable us to ensure that all the appropriate organizations have received this important information.

De plus, nous demandons que les employés de votre ministère communiquent à Nichole Bowman, au ministère de la Santé, le nom des organismes auxquels ils enverront une trousse ainsi que la date à laquelle celle-ci aura été envoyée. Ils peuvent joindre M^{me} Bowman à nichole.bowman@gnb.ca. De cette façon, nous pourrions faire en sorte que tous les organismes appropriés recevront ces

By working together, we can ensure the people of New Brunswick are protected, and provided with essential, factual and timely information related to Pandemic (H1N1) 2009.

Don Ferguson
Deputy Minister

Attachments:
Letter to stakeholder organization
Health Advice Fact Sheet
Sample letter to stakeholder's stakeholders

renseignements importants.

En travaillant ensemble, nous pouvons assurer la protection des gens du Nouveau-Brunswick et leur communiquer, en temps opportun, d'importants renseignements factuels quant à la pandémie (H1N1) 2009.

Le sous-ministre,

Don Ferguson

Pièces jointes :
Lettre aux organismes d'intervenants
Fiche de renseignements sur les conseils en matière de santé
Échantillon de lettre à l'intention des intervenants

Be informed.
Knowledge is your best defense.

August 20, 2009

Dear Administrator:

Currently, **Pandemic (H1N1) 2009** infection in Canada is causing mainly mild illness, with symptoms similar to seasonal influenza; however, we are seeing a wide spectrum of disease. The New Brunswick Department of Health is providing you with the information in this package to deal with this situation, and to prepare for the future.

If you have cases of Pandemic (H1N1) 2009 in your educational institution or training facility it is important for you, your staff and the students to be ready to implement additional steps. The information in this package reflects the most current advice issued by the Office of the Chief Medical Officer of Health for New Brunswick. In keeping with those guidelines, the New Brunswick Department of Health is not recommending that educational institutions or training facilities in the province close, even if there are cases of Pandemic (H1N1) 2009 identified in that facility. The resulting disruption would outweigh any potential benefits.

We encourage educational institutions and training facilities to continue:

- promoting good routine hygiene precautions such as frequent hand-washing, covering coughs and sneezes;
- encouraging students and staff to stay home when ill and seek medical attention as necessary; and
- keeping common surfaces within the school and training environment clean.

It is recognized that at times facilities may decide to temporarily close for reasons of excessive absenteeism (from any cause) among staff. If an educational institution or training facility affected by any respiratory illness is closed, dismissed students, apprentices and staff should be encouraged not to congregate in large numbers in other settings.

For more information on Pandemic (H1N1) 2009, please feel free to contact your local RHA Public Health office during normal office hours. For the most up-to-date information on Pandemic (H1N1) 2009 **at any time**, please visit www.gnb.ca/flu or call our 24-hour Pandemic (H1N1) 2009 phone line at 1-800-580-0038. The website is updated almost daily and the phone line provides information, symptom triage, and health advice.

Dr. Eilish Cleary
Chief Medical Officer of Health



Health ADVICE - *Issued by the Chief Medical Officer of Health*

New Brunswick Post-Secondary Educational Institutions and Training Facilities Protocol Cases of Pandemic (H1N1) 2009

Following is the Department of Health's recommended protocol for dealing with issues involving students, apprentices, faculty and staff members who are cases of Pandemic (H1N1) 2009. **This information reflects the situation in New Brunswick as of August 20, 2009, and may be subject to change. Please verify that you have the latest version when using.**

This protocol should be initiated when an educational institution or training facility notices a case of Pandemic (H1N1) 2009. **Prior to such confirmation, post-secondary institutions and training facilities are advised to follow general Public Health advice about this kind of situation – frequent hand-washing, cover coughs and sneezes, stay home when ill – and individuals within the facilities should follow their physician's advice.**

Any student, apprentice, faculty member or staff member who is sick with influenza-like symptoms (fever and cough, and one or more of the following: sore throat, body aches, and fatigue) should:

- be excluded from the educational institution or training facility until s/he is free of symptoms, and feeling well;
- avoid crowds and public places. If students, apprentices, faculty or staff members are sick with Pandemic (H1N1) 2009, they should stay home;
- minimize contact with other household members who are not sick by having one designated person care for their needs;
- continue using good hygiene practices (frequent hand washing, covering coughs and sneezes); and
- seek medical attention if necessary.

If a student, apprentice, faculty or staff member becomes sick with influenza-like symptoms at an educational institution or training facility, then he or she should go home as soon as possible.

If there has been a case of Pandemic (H1N1) 2009 in the educational institution or training facility, we recommend that a letter be sent home to all students and staff or apprentices and employees advising them to monitor themselves daily for symptoms; if they become sick, then they should stay at home (as above) and seek medical attention if necessary.

**Be informed.
Knowledge is your best defense**

September XX, 2009

Dear Student, Apprentice, Faculty or Staff Member:

A / XX case(s) of **Pandemic (H1N1) 2009** has/have been identified in your educational institution or training facility. In line with current public health guidance, the closure of such institutions and facilities is not being recommended at this time, even when cases of Pandemic (H1N1) 2009 are identified at the facility.

Please monitor yourself daily for influenza-like illness (fever and cough and one or more of the following: sore throat, body aches and fatigue). If you develop these symptoms, please follow the current public health advice on this issue, which includes staying home when sick, covering coughs and sneezes, and frequent hand-washing. You should stay home until you are free of symptoms, and feeling well. Taking antiviral medication to prevent this disease in otherwise healthy people is not recommended at this time.

It is possible that further spread of this infection within the educational institution or training facility has already occurred, so it is important to review routine infection control measures, such as frequent hand washing, covering coughs and sneezes, avoiding sharing personal items, and staying home when sick.

For more information on Pandemic (H1N1) 2009 flu virus, please feel free to contact your local RHA Public Health office during normal office hours. For the most up-to-date information on Pandemic (H1N1) 2009 at any time, please visit www.gnb.ca/flu or call our 24-hour Pandemic (H1N1) 2009 phone line at 1-800-580-0038. The website is updated almost daily and the phone line provides information, symptom triage, and health advice.

Your support in this matter is greatly appreciated.

Dr. Eilish Cleary
Chief Medical Officer of Health

