



# Evergreen Spa and Pool COVID-19 SAFETY PLAN

ORIGIN ACTIVE LIVING INC.

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## **Evergreen Spa and Pool Covid-19 Safety Plan**

Origin at Longwood is committed to providing a safe and healthy workplace for all team members and residents. To ensure we have a safe and healthy workplace, Origin at Longwood has developed the following Evergreen Spa and Pool COVID-19 Safety Plans in response to the COVID-19 pandemic. Managers and team members are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces and communities, and that requires full cooperation among our team members and management. Only through this cooperative effort can we establish and maintain the safety and health of all members of our communities.

The Evergreen Spa and Pool COVID-19 Safety plan has been developed in order to ensure:

- Health and safety for all Origin at Longwood residents and team members is a priority.
- Safety procedures are in alignment with orders and recommendations from the Provincial Health Officer, Island Health's Medical Health Officer, and WorkSafe BC.
- Our company is aligned on a plan to ensure health and safety throughout our community.
- Modifications are made to activities and safety practices in order to reduce the risk of infection to our residents and team members.

This safety plan addresses current operating status of the Evergreen Spa and Pool at Origin at Longwood. As services are gradually increased within the organization, this plan will be updated. The Evergreen Spa and Pool COVID-19 Safety Plan is administered by Origin Active Lifestyle, who maintains the overall authority and responsibility for the plan. However, management and team members are equally responsible for supporting, implementing, complying with, and providing recommendations to further improve all aspects of this COVID-19 Safety Plan.

This safety plan will outline policies and protocols to reduce the risk of a COVID-19 infection at Evergreen Spa and Pool and Origin at Longwood and will align with requirements of WorkSafeBC's Covid-19 Safety Plan and Island Health's Covid-19 Pandemic Recovery Plan guidelines.

Origin fully supports the health and safety of our team members, and therefore, team member involvement is essential in developing and implementing a successful COVID-19 Safety Plan. We have involved our team members in this process by soliciting assistance from the Occupational Health and Safety Committee for the risk assessment and mitigation strategies. Managers were asked to provide feedback on issues related to their departments, and to participate in the development of protocols and procedures to minimize risks.



### **Client Procedures Spa:**

- Clients must arrive no earlier than 5 minutes prior to their appointment time.
- All clients must wear a mask during their treatments and when physical distancing isn't possible. If they don't have one, one will be provided for them.
- All clients must come alone to their appointment.
- All clients must use the provided hand sanitizer at the entrance to the spa upon arrival
- No walk-ins at this time. If you need to purchase products and do not have an appointment, please make purchases at concierge.
- If you need to book an appointment, please do by phone or email as the desk will not be staffed regularly.
- All charges will be billed to client's account. No payments at this time by cash, debit or credit.
- If you feel sick in any way, please let us know ahead of time and we will do our absolute best to reschedule you as soon as possible.
- Evergreen Spa will not provide services to a client that is under isolation precautions.
- Clients are encouraged to wash their own hair prior to appointment.

### **Client Procedures Pool:**

- Clients must self screen prior to using the pool. If you feel sick in any way, please reschedule your swim
- Clients must note the restrictions on the number of people permitted in the pool changing room at one time -this is restricted to 3 people. These requirements are posted at all entry ways to the pool.
- Clients must adhere to physical distancing and maintain a safe 6 feet apart.
- Clients must wear a mask until entering the pool
- Clients must shower prior to entering the pool
- All belongings must be left either within your locker or kept together in one location within the pool area.
- The pool is ONLY open to residents of Origin at Longwood
- The pool is NOT open to residents who are unwell or who are isolating. If you are unsure please contact Origin at Home who will help you understand your needs and the COVID-19 safety plan.



### **Staff Procedures:**

- All staff will follow Origin at Longwood screening procedures at start and at mid point during your shift.
- All staff re: required to wear a mask at all times during working hours, if their mask is soiled or touched in any way it is to be changed immediately.
- All staff must wash or sanitize their hands upon entering the spa and pool.
- Staff are required to wash their hands anytime cross contamination could be at risk.
- All pool housekeeping is monitored and audited. Additional cleaning has been assigned to the pool area and the changing rooms.
- If staff members are sick in any way, they must stay home and report to management immediately for further direction.

### **Salon Procedures:**

- All staff members will maintain two meters between working stations.
- Hand/washing/hand sanitizing stations will be set up throughout the salon.
- Only one client and one worker will be in a single room at a time.
- Signage is displayed throughout the facility to help with safety reminders.
- Unnecessary physical contact (i.e. hand shaking, hugs) is avoided.
- Communal water coolers have been replaced with complimentary bottled water.
- Appropriate disinfecting wipes will be provided to wipe down phones between use.
- Tools are never shared, and disposable items are always single use. Reusable stainless-steel tools are always sanitized.
- All retail items will be minimized and gathered by the stylist to purchase.
- All unnecessary items, magazines, newspapers and service menus have been removed. Menus are available on request and will be single use only.
- All clutter has been removed.
- Each station will have its own sanitary spray.
- Stations and tools will be cleaned and sanitized between each client.
- Soap dispensers and disposable paper towels are available.
- Stylists are required to book 15 minutes between each client to ensure there is enough time for proper cleaning procedures.
- All laundry will be done daily and ready for the next day, try to do the least amount of handling possible.
- Barbicide will be changed at the end of every shift and ready for the next day's use.
- Facials are not available at this time as these treatments have been identified as "high risk" due to close contact over extended periods and where guests cannot wear masks.



These plans are made using the following as best practice and are reviewed by the leadership team and approved by the General Manager (or her designate) monthly or as needed.

These represent the minimum standard the employer must meet to comply with worker health and safety.

1. Infection Prevention and Control for Novel Coronavirus (COVID-19): Interim guidance for Long-term Care and Assisted Living Facilities: Provincial Coronavirus Response Mar. 13, 2020-Published by BC Centre for Disease Control and the BC Ministry of Health's jointly published guidelines.  
[http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19\\_HomeCommunityCarePCGuidance.pdf](http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19_HomeCommunityCarePCGuidance.pdf)
2. WSBC Guide for employers. March 31<sup>st</sup>, 2020  
<https://www.worksafebc.com/en/resources/health-safety/books-guides/reviewing-updating-covid-19-safety-plans-guide-for-employers?lang=en>
3. Covid-19 Ethical Decision Making Framework March 28 2020 (CDC)  
[http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID-19\\_Ethical\\_Decision\\_Making\\_Framework.pdf](http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID-19_Ethical_Decision_Making_Framework.pdf)
4. Island Health publications and written directives  
<https://www.islandhealth.ca/learn-about-health/covid-19>
- 5.

In response to the Covid-19 pandemic and the increased attention to infection and exposure control, Origin at Longwood (OAL) in Nanaimo has developed a Covid-19 Exposure Control Plan

Orders from the Provincial Health Authority (PHA)

- <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/current-health-topics/covid-19-novel-coronavirus>