

COVID-19 Investigation Checklist

- Did the employer have an Exposure Control Plan?
- Was the task or job duty where the worker was exposed, included in the RA that is part of the ECP?
- Was the work task a high-risk task that could have been eliminated or reduced to a lower level of risk?
- Were workers and supervisors trained in the modes of transmission and in the control measures outlined in the ECP (review the training records)?
- Were there adequate facilities for washing hands and or is hand sanitizer available to workers?
- Was an enhanced cleaning program being followed?
- Was the cleaning product a product confirmed to kill the virus – see the Health Canada site?
- Was there adequate PPE and were workers trained in the use of the PPE?
- In work environments requiring respirators (N95) were workers fit tested and trained in donning and doffing?
- Were regular workplace inspections conducted considering the physical and psychosocial risk factors associated with COVID-19?
- Had workers been directed to stay off work if they or a family member are ill?
- Were there any previous reports of safety concerns related to COVID-19?
- Was the employer compliant with all orders issued by the PHO, the Emergency Program Act and/or the Quarantine Act?

The following checklist is provided to give guidance.

This virus has introduced a new hazard into workplaces. The checklist is not intended to consider every risk factor at each workplace but rather it is intended to help committee members determine the effectiveness of control measures required and implemented to keep workers safe. Nothing about the pandemic changes the employer's responsibility to conduct regular workplace inspections and to conduct incident investigations. The presence of this new hazard in workplaces increases the role and the importance of joint occupational health and safety committee members in supporting worker safety.