



BC Centre for Disease Control
An agency of the Provincial Health Services Authority

655 West 12th Avenue
Vancouver, BC V5Z 4R4

COMMUNICABLE DISEASE PREVENTION PLAN Food Skills for Families

2022

Prepared by:
Food Skills for Families Team
April 8, 2022

Table of Contents

RISK ASSESSMENT.....	3
HOST ORGANIZATION AREAS OF RESPONSIBILITY.....	4
BCCDC AREAS OF RESPONSIBILITY	6
APPENDIX A: ROLES AND RESPONSIBILITIES	8
APPENDIX B: RESOURCES + LINKS.....	9

This document outlines the BC Center for Disease Control (BCCDC) Food Skills for Families Communicable Disease Prevention Plan (**BCCDC-FSF-CDP**).

Food Skills for Families is built on a community partner model. The BC Center for Disease Control (**BCCDC**) provides program material, support and funding while the partner organization (also known as the **Host Organization**) provides the kitchen space and leads recruitment and registration of participants. Each six week program is led by a **facilitator** that has been trained and certified by the BCCDC Food Skills team.

Since each program location is unique some risk areas will be managed by the host organization. The **Host Organization Areas of Responsibility** section below outlines a number of considerations. Risk management for other areas are outlined below in the **BCCDC Areas of Responsibility** section; the facilitator is responsible for completing the activities outlined in this section.

Risk Assessment

The following lists represent the areas/activities that present potential risk for the Food Skills for Families program. Tactics to manage risk for each of these areas are outlined in the pages that follow.

Host Organization Areas of Identified Risk

- Site Management
- Vaccine Passport and Masks
- Signage
- Cleaning and Sanitation
- Staff/Volunteer Sickness and Return to Work
- Personal Hygiene and Training for Staff/Volunteers

BCCDC Areas of Identified Risk during Food Skills for Families Program Delivery

- Vaccine Passport and Masks
- Room Set-Up
- Enhanced Protocols
- Adjustments to Group Cooking
- Food Service
- Session Format Modifications

Host Organization Areas of Responsibility

As of April 8, 2022, employers are no longer required to maintain a COVID-19 Safety Plan, and can instead transition to communicable disease prevention.

The [Communicable disease prevention: A guide for employers](#) describes a four-step process to help employers reduce the risk of communicable disease in their workplace. The guide includes a template that may be useful for employers in documenting and communicating their communicable disease prevention measures, practices, and policies.

For the latest updates on Provincial Health orders, see BC Government's [Province-Wide Restrictions](#).

Site Management

Review WorkSafeBC's website for information on [COVID-19 prevention](#).

- Inform staff and visitors of the facilities' policies regarding the communicable disease prevention plan.
- Maintain a clean environment through routine cleaning processes; equip the site with cleaning supplies at various locations, for example: spray sanitizer and paper towels for staff/volunteers to wipe down high-touch surfaces in kitchens.
- Ensure proper ventilation throughout the building.
- Consider developing specialized checklists that staff and volunteers can use to evaluate measures taken on the premises.
- If possible, participants and facilitators have exclusive access to program/kitchen area while the program is running.

Vaccine Passport and Masks

The Host Organization will follow the latest updates on Provincial Health orders for COVID-19 [Province-Wide Restrictions](#) to determine whether POV and masking is required.

- As of March 11, 2022, masks are no longer mandatory in the broad range of indoor environments. Some settings will still require masks, such as specific health-care settings, and some settings may still choose to require masks. Clearly inform staff and visitors of the masking policy at the facility.
- As of April 8, 2022, individual businesses and organizations can choose whether or not to continue with the B.C. Vaccine Card on their premises. If proof of vaccination (POV) continues, scanning will be done by a staff member of the Host organization.
- POV and masking requirements will be communicated to the BCCDC Food Skills team.

Signage

- Use appropriate signage to remind those entering the facility about the policies in place that reduce risk of communicable disease.
- Posters are available on the [BCCDC website](#).
- **Poster:** [How to Wear a Mask](#)
- **Poster:** [Do Not Enter When Sick](#)
- **Poster:** [Respect Personal Space](#)
- **Poster:** [Hand Washing](#)

Cleaning and Sanitation

- Washrooms must have liquid soap, paper towels, and warm running water at all times.
- Increase the frequency of cleaning and disinfection of high-touch areas. High-touch areas include door handles, faucets, bathrooms, handrails, chairs, and tables.
 - Document the sanitation process for kitchen and bathroom areas including a list of high-touch areas that will be wiped down before and after each program.
 - Note: Not all disinfectants are approved for use in kitchen areas. Ensure food-grade sanitizers are used in kitchen areas and food contact surfaces (e.g. maximum 200 ppm bleach).
- If there are any enhanced/revised dishwashing procedures, clearly post them at dishwashing area.
- **Resource:** [Health Canada Approved Disinfectants for COVID-19](#)

Staff/Volunteer Sickness and Return to Work Policy

- Develop a staff/volunteer illness plan.
- Staff/volunteers that experience any symptoms of respiratory illness that is consistent with cold, influenza, or COVID-19, must remain at home, even if symptoms are mild.
- Staff/volunteers can self-assess by consulting the [BC COVID-19 Self-Assessment Tool](#).

Personal Hygiene and Training for Staff/Volunteers

- Everyone must wash their hands at the start of their shift, before, and after eating or drinking, after touching shared items, after using the washroom, and before leaving.
- Remind staff/volunteers to be respectful of personal space and continue to encourage the wearing of masks when personal space cannot be maintained.
- Everyone must follow [cough and sneeze etiquette](#).
- Provide training about the virus so everyone knows how to minimize its spread. Staff/volunteer training should be done in small groups with enough room to respect personal space.
- Communicate information in plain language.

BCCDC Areas of Responsibility

The following activities have been outlined by the BCCDC Food Skills team and will be completed/lead by the facilitator.

Vaccine Passport and Masks

The Host Organization will follow the latest updates on Provincial Health orders for COVID-19 [Province-Wide Restrictions](#) to determine whether POV and masking is required.

If there is no provincial mandate, the Host Organization will determine whether the facility will continue the use of POV and its policy on masking. The facility's policy will be communicated to the facilitator, and dependent on the requirements, the following actions will take place:

- If POV continues, scanning will be done by a staff member of the host organization (may include the facilitator).
- If masks are not required, the facilitator will engage in a conversation with participants at the beginning of the program to ensure that individuals may make their own personal choices on masking, based on their individual comfort levels.

Room Set-Up

- **Room Set-Up:** As much as possible, arrange chairs in teaching/dining area to respect personal space between participants.
- **Group Cooking:** Five cooking stations with two to three people per station will be pre-assigned to minimize movement and crowding.

Enhanced Protocols

- **Hand Washing:** Immediately upon entering building/program space, participants will wash/sanitize hands. This can be done with hand sanitizer or at the hand-washing sink in the kitchen.
- **Food Safe Note:** A food safety component has been designed into the program and no further modifications are required. At Session One, participants are reminded on how to properly wash their hands and to do so regularly.
- Everyone must follow [cough and sneeze etiquette](#).

Adjustments to Group Cooking

- **Pre-Assigned Cooking Locations:** Cooking stations pre-assigned by facilitator to minimize movement in kitchen.
- **Shared Ingredients and Equipment:** Participants will be directed to be mindful when gathering shared ingredients and equipment and to make an effort to only touch ingredients and equipment that pertain to their designated recipe.

Food Service

Foods will be served buffet/family-style with the following protocols:

- **Personal Space:** Facilitators will remind participants to respect personal space while serving themselves.
- **Handwashing:** Participants will wash their hands at the hand washing sink prior to serving themselves and again once they are done eating.
- **Serving Tools:** Clean serving utensils will be placed out prior to serving and will be cleaned immediately upon the conclusion of the program (one hour later).

Session Format Modifications

- **Group Activities:** Facilitators will modify the format of group activities so that they can be done while respecting participant's personal space.
- **Grocery Store Tour:** The *Session Five Grocery Store Tour* may be conducted in the classroom if the local grocery store is not able to accommodate the group. Facilitators can access the ['In-Class' Grocery Store Tour Guide](#) from the BCCDC website.
- **Clean-up:** If dishwashing space is limited, ask two (2) specific participants to volunteer to stay and assist with the final clean up. Rotate different participants at the next session.

Appendix A: Roles and Responsibilities

<input checked="" type="checkbox"/>	ACTIVITY
HOST ORGANIZATION RESPONSIBILITIES	
	Have Communicable Disease Prevention Plan in place and accessible for reference.
	Fill out <i>Program Request Form</i> and email to FoodskillsBC@bccdc.ca .
	Place COVID-19 posters on site as needed (reception, kitchen, and washroom areas).
	Ensure cleaning and sanitization protocols are in place and provide hand sanitizer.
	Close kitchen and program area to everyone but program participants.
	Determine policy around proof of vaccination and masking. Inform BCCDC Food Skills team of the policies.
	Provide protocols for staff and participants who do not feel well.
<input checked="" type="checkbox"/>	ACTIVITY
BCCDC RESPONSIBILITIES	
	Have Communicable Disease Prevention Plan available for Host Organization.
	Email facilitator Communicable Disease Prevention Plan for the BCCDC Food Skills program.
<input checked="" type="checkbox"/>	ACTIVITY
FACILITATOR RESPONSIBILITIES	
	Review BCCDC Food Skills Communicable Disease Prevention Plan.
	Review Host Organization Communicable Disease Prevention Plan.
	Sign and send contract via email to Foodskillsbc@bccdc.ca .
	Direct participants to wash/sanitize hands upon entering program area.
	Identify masking policy and inform participants.
	Pre-assign cooking stations to groups and modify group learning activities to minimize unnecessary crowding.
	If needed, conduct the Session 5 Grocery Store Tour following the 'In-Class' Tour Guide .
	Lead kitchen clean-up after each session.

Appendix B: Resources + Links

Personal Health Assessment: <https://bc.thrive.health/covid19/en>

PROVINCIAL HEALTH ORDERS

Province-Wide Restrictions:

<https://www2.gov.bc.ca/gov/content/covid-19/info/restrictions>

Orders and Notices:

<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>

PLANNING GUIDANCE

WorkSafe BC: COVID-19 Prevention:

<https://www.worksafebc.com/en/covid-19/covid-19-prevention>

Vancouver Coastal Health: COVID-19 Guideline for Community Based Food Programs:

<http://www.vch.ca/Documents/Coronavirus%20Disease%20Guideline%20for%20Community-Based%20Food%20Programs.pdf>

BCCDC: Information for grocery stores, restaurants and other food premises for employers and workers: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/employers-businesses/food-businesses>

DISINFECTING

BCCDC: Cleaning and Disinfecting: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks/cleaning-and-disinfecting>

Government of Canada: Disinfectants and Sanitizers to use against COVID-19:

<https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/list.html>