

Comp Health and Southcentral Foundation Saint Paul Health Center

Saint Paul Island Critical Infrastructure Community/Workforce Protection Plan

**1. Contact Information and Location**

- Company: Southcentral Foundation
- Southcentral Foundation Address: 1000 Polovina Turnpike, Saint Paul, AK 99660
- Southcentral Foundation Contact: April Kushin, St. Paul Clinic Manager, Heather Goecke, St. Paul Clinic Administrator  
Phone: April-907-546-8324, Heather- 907-355-5871 Email: April-[akushin@southcentralfoundation.com](mailto:akushin@southcentralfoundation.com) Heather- [hgoecke@sscf.cc](mailto:hgoecke@sscf.cc)
- Essential Traveler: April Kushin
- Work Location: Saint Paul Health Center, Saint Paul Island, Alaska
- Purpose: Clinic Manager Duties
- Travel: Anchorage-Dutch Harbor on Dena'ina Air Taxi on 10/5/2020, Dutch Harbor– Saint Paul on Grant Aviation on 10/6/2020.
- Layover Housing: 10/5/2020-10/6/2020: The Grand Aleutian, Dutch Harbor, AK.

**2. Employee Screening**

- Employee will notify management if they exhibit any symptoms including fever, shortness of breath, cough, chills, sore throat, muscle pain, headache, or any new loss of smell or taste and will not report to work if symptoms present anytime while working.
- Prior to entering the work place a City of Saint Paul Alaska COVID-19 Travel Form will be completed by each person expected to travel. Form will be submitted to the City of Saint Paul for approval.
- Prior to entering the workplace Employee will obtain a COVID-19 test and obtain negative test results within 72 hours of proposed travel, to comply with State of AK mandates.
- Employee will arrange for a COVID-19 test at the Saint Paul Health Clinic 7 days after arrival on Saint Paul Island by calling (907) 729-5035 to schedule.
- Employee will self asses on a continuous basis, and notify management and the clinic by phone if any symptoms are exhibited.
- Upon arrival to worksite employee will take daily temperatures and monitor symptoms on a provided log.
- Employee will limit clinic interactions with those who have risk factors and chronic conditions as much as possible.

**3. Travel**

- Employee shall maintain social distancing 6-foot guidelines, and as much as practical on airplanes and vehicles during transit.
- Personnel shall wear a mask when in enclosed spaces including buildings, planes, and

vehicles, or other times when social distancing 6-foot guidelines cannot be met.

- Employee shall maintain standard personal hygiene and wash hands frequently.
- Employee will maintain quarantine while on layover in Dutch Harbor, AK as required by their city ordinances.

#### **4. Self-Quarantine**

- Employee will be housed in community provided housing that meets self-quarantine requirements and is fully stocked to allow for cooking and sleeping on-site.
- Employee shall maintain standard personal hygiene, wash hands frequently, and endeavor to practice respiratory etiquette including covering coughs and sneezes.
- Employee will not enter private homes, or public/private facilities during their 14-day quarantine period.
- Employee will self assess on a continuous basis, and notify management and the Saint Paul Health clinic by phone if any symptoms are exhibited.
- Employee will order groceries, if required, during 14-day quarantine period by contacting the Aleut Community of Saint Paul Store by phone at (907) 546-2209 for delivery to provided housing.

#### **5. Workplace Protective Measures**

- Employee will limit their travel on Island during their 14-day quarantine period to: travel between provided housing to clinic for work hours and after hours calls, as necessary.
- If it is used for on call time provided vehicle for work shall be wiped down each morning prior after use to disinfect high touch surfaces.
- Employee shall maintain social distancing 6-foot guidelines with all other clinic personnel.
- Unnecessary interaction with other employees shall be limited as much as possible during 14-day quarantine period.
- Employee will wear a face mask while traveling to and from work and while at work.
- Work equipment and exam rooms will be sanitized after every use.

#### **6. Procedures to Protect Customers/Public**

- Customers will be informed that there are protective measures in place for provider for the first 14 days they are on island when calling to schedule an appointment.
- Customers are asked to wear a mask while in the clinic and are provided one if needed.
- All clinic staff are required to wear a mask in public spaces in the clinic.
- Clinic is sanitized every 2 hours, and exam spaces after every visit.
- Employee will limit their interactions with high risk individuals during initial 14 days on island.

#### **7. Procedures for Employees Who Become Ill**

- If employee determine they have one or more symptoms of Covid 19, they shall stay, or return to provided quarantine housing and notify manager of the Saint Paul Health Clinic. Treatment shall be in accordance with the Saint Paul Health Clinic standards.
- Employee will remain isolated in provided housing until a negative test result is confirmed, and symptoms are resolved.
- Employee will utilize established community resources for groceries and medical care for those in isolation.
- If treatment is required in the clinic employee will call to be scheduled and will be asked to wear a mask and gloves and enter clinic through an isolated entrance. Contact with others will be limited to provider being seen. No other customers will be seen at the time employee is in the clinic.
- Other clinic employees wear masks when not sitting at their individual desk and will be made aware there is someone being seen so movement within the clinic can be limited.
- Any surfaces and equipment utilized during the visit will be disinfected immediately.
- Employee will stay isolated for 14 days and retested before returning to work.

#### **8. Notification Protocol for Ill Workers**

- If rapid testing or PCR testing results show a positive result notification will be provided to the State of AK through established procedures.
- If employee tests positive the City of St. Paul Unified Command Team will be notified, to enact City protocols for community safety in the event of a positive case. The city will move into a higher level of protection phase, already established.
- If employee tests positive SCF clinic administrator and medical director will be notified, as well as clinic team. Testing will be provided to all clinic staff.
- OSHA 300A Summary of Work-Related Injuries and Illnesses poster is posted in the clinic. Reportable illnesses and injuries (including an employee positive Covid 19 test result) are to be entered into the Quality Assurance program Datix for assessment and determination if case is work related. If it is work related and determined to meet the criteria The Southcentral Foundation Quality Assurance Manager will then enter the information on the organization OSHA log.

#### **9. Continued Maintenance/Operation of Critical Infrastructure**

- The clinic would revert to an urgent care basis and continue only seeing people who call and are screened by a provider to determine urgency.
- Employees are cross trained where appropriate to allow for continuation of services.
- Additional support would be requested from the Southcentral Foundation in Anchorage if needed for coverage if regular employees are unable to work.

Southcentral Foundation information to refer to regarding workplace safety and sick employees:  
Emergency Management Plan, Program Reopening Guidelines, SCF Daily Updates, Coronavirus Preparing  
at Home, Coronavirus Preparing at Work.

Submittal to: [AKCOVIDPLANS@akprepared.com](mailto:AKCOVIDPLANS@akprepared.com) and [mbaker@cityofstpaul.com](mailto:mbaker@cityofstpaul.com)

Date: September 22, 2020

## Southcentral Foundation Saint Paul Health Center

### Saint Paul Island Critical Infrastructure Community/Workforce Protection Plan

#### 1. Contact Information and Location

- Company: Southcentral Foundation
- Southcentral Foundation Address: 1000 Polovina Turnpike, Saint Paul, AK 99660
- Southcentral Foundation Contact: April Kushin, St. Paul Clinic Manager  
Phone: 907-546-8324, Email: [akushin@southcentralfoundation.com](mailto:akushin@southcentralfoundation.com)
- Essential Traveler: Anna Frisby
- Work Location: Saint Paul Health Center, Saint Paul Island, Alaska. Anna will be working in her role as a PA, but will sit separate from other staff. She will be using all required PPE for any customer interactions or necessary staff interactions.
- Purpose: Return to role as Physician Assistant
- Travel: Anchorage-Dutch Harbor on Dena'ina Air Taxi on 10/20/2020, Dutch Harbor– Saint Paul on Grant Aviation on 10/20/2020.

#### 2. Employee Screening

- Employee will notify management if they exhibit any symptoms including fever, shortness of breath, cough, chills, sore throat, muscle pain, headache, or any new loss of smell or taste and will not report to work if symptoms present anytime while working.
- Prior to entering the work place a City of Saint Paul Alaska COVID-19 Travel Form will be completed by each person expected to travel. Form will be submitted to the City of Saint Paul for approval.
- Prior to entering the workplace Employee will obtain a COVID-19 test and obtain negative test results within 72 hours of proposed travel, to comply with State of AK mandates.
- Employee will arrange for a COVID-19 test at the Saint Paul Health Clinic 7 days after arrival on Saint Paul Island by calling (907) 729-5035 to schedule.
- Employee will self asses on a continuous basis, and notify management and the clinic by phone if any symptoms are exhibited.
- Upon arrival to worksite employee will take daily temperatures and monitor symptoms on a provided log.
- Employee will limit clinic interactions with those who have risk factors and chronic conditions as much as possible.

#### 3. Travel

- Employee shall maintain social distancing 6-foot guidelines, and as much as practical on airplanes and vehicles during transit.
- Personnel shall wear a mask when in enclosed spaces including buildings, planes, and vehicles, or other times when social distancing 6-foot guidelines cannot be met.

- Employee shall maintain standard personal hygiene and wash hands frequently.
- Employee will maintain quarantine while on layover in Dutch Harbor, AK as required by their city ordinances.

#### **4. Self-Quarantine**

- Employee will be housed their provided housing that meets self-quarantine requirements and is fully stocked to allow for cooking and sleeping on-site.
- Employee shall maintain standard personal hygiene, wash hands frequently, and endeavor to practice respiratory etiquette including covering coughs and sneezes.
- Employee will not enter private homes, or public/private facilities during their 14-day quarantine period.
- Employee will self asses on a continuous basis, and notify management and the Saint Paul Health clinic by phone if any symptoms are exhibited.
- Employee will order groceries, if required, during 14-day quarantine period by contacting the Aleut Community of Saint Paul Store by phone at (907) 546-2209 for delivery to provided housing.

#### **5. Workplace Protective Measures**

- Employee will limit their travel on Island during their 14-day quarantine period to: travel between provided housing to clinic for work hours and after hours calls, as necessary.
- If it is used for on call time provided vehicle for work shall be wiped down each morning prior after use to disinfect high touch surfaces.
- Employee shall maintain social distancing 6-foot guidelines with all other clinic personnel.
- Unnecessary interaction with other employees shall be limited as much as possible during 14-day quarantine period.
- Employee will wear a face mask while traveling to and from work and while at work.
- Work equipment and exam rooms will be sanitized after every use.

#### **6. Procedures to Protect Customers/Public**

- Customers will be informed that there are protective measures in place for provider for the first 14 days they are on island when calling to schedule an appointment.
- Customers are asked to wear a mask while in the clinic and are provided one if needed.
- All clinic staff are required to wear a mask in public spaces in the clinic.
- Clinic is sanitized every 2 hours, and exam spaces after every visit.
- Employee will limit their interactions with high risk individuals during initial 14 days on island.

#### **7. Procedures for Employees Who Become Ill**

- If employee determine they have one or more symptoms of Covid 19, they shall stay, or return to provided quarantine housing and notify manager of the Saint Paul Health Clinic. Treatment shall be in accordance with the Saint Paul Health Clinic standards.
- Employee will remain isolated in housing until a negative test result is confirmed, and symptoms are resolved.
- Employee will utilize established community resources for groceries and medical care for those in isolation.
- If treatment is required in the clinic employee will call to be scheduled and will be asked to wear a mask and gloves and enter clinic through an isolated entrance. Contact with others will be limited to provider being seen. No other customers will be seen at the time employee is in the clinic.
- Other clinic employees wear masks when not sitting at their individual desk and will be made aware there is someone being seen so movement within the clinic can be limited.
- Any surfaces and equipment utilized during the visit will be disinfected immediately.
- Employee will stay isolated for 14 days and retested before returning to work.

#### **8. Notification Protocol for Ill Workers**

- If rapid testing or PCR testing results show a positive result notification will be provided to the State of AK through established procedures.
- If employee tests positive the City of St. Paul Unified Command Team will be notified, to enact City protocols for community safety in the event of a positive case. The city will move into a higher level of protection phase, already established.
- If employee tests positive SCF clinic administrator and medical director will be notified, as well as clinic team. Testing will be provided to all clinic staff.
- OSHA 300A Summary of Work-Related Injuries and Illnesses poster is posted in the clinic. Reportable illnesses and injuries (including an employee positive Covid 19 test result) are to be entered into the Quality Assurance program Datix for assessment and determination if case is work related. If it is work related and determined to meet the criteria The Southcentral Foundation Quality Assurance Manager will then enter the information on the organization OSHA log.

#### **9. Continued Maintenance/Operation of Critical Infrastructure**

- The clinic would revert to an urgent care basis and continue only seeing people who call and are screened by a provider to determine urgency.
- Employees are cross trained where appropriate to allow for continuation of services.
- Additional support would be requested from the Southcentral Foundation in Anchorage if needed for coverage if regular employees are unable to work.

Southcentral Foundation information to refer to regarding workplace safety and sick employees:  
Emergency Management Plan, Program Reopening Guidelines, SCF Daily Updates, Coronavirus Preparing  
at Home, Coronavirus Preparing at Work.

Submittal to: [snpcovid19@stpaulak.com](mailto:snpcovid19@stpaulak.com) and [mbaker@stpaulak.com](mailto:mbaker@stpaulak.com)

Date: October 21, 2020



Comp Health and Southcentral Foundation Saint Paul Health Center

Saint Paul Island Critical Infrastructure Community/Workforce Protection Plan

**1. Contact Information and Location**

- Company: Southcentral Foundation
- Southcentral Foundation Address: 1000 Polovina Turnpike, Saint Paul, AK 99660
- Southcentral Foundation Contact: April Arbuckle, St. Paul Clinic Manager  
Phone: 907-546-8324  
Email: [aarbuckle@southcentralfoundation.com](mailto:aarbuckle@southcentralfoundation.com)
- Essential Traveler: Alfred Perkins
- Work Location: Saint Paul Health Center, Saint Paul Island, Alaska
- Purpose: Community Health Aid Clinic Coverage
- Travel: Anchorage-Dutch Harbor on Dena'ina Air Taxi on 7/9, Dutch Harbor– Saint Paul on Grant on 7/11.
- Layover Housing: 7/9-7/11 The Grand Aleutian, Dutch Harbor, AK.

**2. Employee Screening**

- Employee will notify management if they exhibit any symptoms including fever, shortness of breath, cough, chills, sore throat, muscle pain, headache, or any new loss of smell or taste.
- A City of Saint Paul Alaska COVID-19 Travel Form will be completed by each person. expected to travel. Form will be submitted to the City of Saint Paul for approval.
- Employee will obtain a COVID-19 test and obtain negative test results within 72 hours of proposed travel.
- Employee will arrange for a COVID-19 test at the Saint Paul Health Clinic 7 days after arrival on Saint Paul Island at (907) 729-5035.
- Employee will self asses on a continuous basis, and notify management and the clinic by phone if any symptoms are exhibited.

**3. Travel**

- Employee shall maintain social distancing 6-foot guidelines, and as much as practical on airplanes and vehicles during transit.
- Employee shall wear a mask when in enclosed spaces including buildings, planes, and vehicles, or other times when social distancing 6-foot guidelines cannot be met.
- Employee shall maintain standard personal hygiene and wash hands frequently.
- Employee will maintain quarantine while on layover in Dutch Harbor, AK as required by their city ordinances.

#### **4. Self-Quarantine**

- Employee will be housed in community provided housing that meets self-quarantine requirements and is fully stocked to allow for cooking and sleeping on-site.
- Employee shall maintain standard personal hygiene, wash hands frequently, and endeavor to practice respiratory etiquette including covering coughs and sneezes.
- Employee will not enter private homes, or public/private facilities during their 14-day quarantine period.
- Employee will self assess on a continuous basis, and notify management and the Saint Paul Health clinic by phone if any symptoms are exhibited.
- Employee will order groceries, if required, during 14-day quarantine period by contacting the Aleut Community of Saint Paul Store by phone at (907) 546-2209 for delivery to provided housing.

#### **5. Workplace Protective Measures**

- Employee will limit their travel on Island during their 14-day quarantine period to: travel between provided housing to clinic for work hours and after hours calls as necessary.
- If it is used for on call time provided vehicle for work shall be wiped down each morning prior after use to disinfect high touch surfaces.
- Employee shall maintain social distancing 6-foot guidelines with all other clinic personnel.
- Unnecessary interaction with other employees shall be limited as much as possible during 14-day quarantine period.
- Employee will wear a face mask while traveling to and from work and while at work.
- Work equipment and exam rooms will be sanitized after every use.

#### **6. Procedures to Protect Customers/Public**

- Customers will be informed that there are protective measures in place for provider for the first 14 days they are on island when calling to schedule an appointment.
- Customers are asked to wear a mask while in the clinic and are provided one if they do not have one.
- All clinic staff are required to wear a mask in public spaces in the clinic.
- Clinic is sanitized every 2 hours, and exam spaces after every visit.
- Employee will limit their interactions with high risk individuals during initial 14 days on island.

#### **7. Procedures for Employees Who Become Ill**

- If employee determine they have one or more symptoms of Covid 19, they shall stay, or return to provided quarantine housing and notify manager of the Saint Paul Health Clinic. Treatment shall be in accordance with the Saint Paul Health Clinic standards.
- If employee tests positive the City of St. Paul Unified Command Team will be notified, to enact City protocols for community safety.
- Employee will stay isolated for 14 days and retested before returning to work.

Submittal to: [AKCOVIDPLANS@akprepared.com](mailto:AKCOVIDPLANS@akprepared.com) and [mbaker@cityofstpaul.com](mailto:mbaker@cityofstpaul.com)

Date: July 2, 2020

## Southcentral Foundation Saint Paul Health Center

### Saint Paul Island Critical Infrastructure Community/Workforce Protection Plan

#### 1. Contact Information and Location

- Company: Southcentral Foundation
- Southcentral Foundation Address: 1000 Polovina Turnpike, Saint Paul, AK 99660
- Southcentral Foundation Contact: April Kushin, St. Paul Clinic Manager  
Phone: 907-546-8324, Email: [akushin@southcentralfoundation.com](mailto:akushin@southcentralfoundation.com)
- Essential Traveler: Carolyn Carlos
- Work Location: Saint Paul Health Center, Saint Paul Island, Alaska
- Purpose: Community Health Aide Coverage
- Travel: Anchorage to Saint Paul on ACE charter on 11/13/2020, estimated departure of 1pm.  
Housing: in clinic living quarters.

#### 2. Employee Screening

- Employee will notify management if they exhibit any symptoms including fever, shortness of breath, cough, chills, sore throat, muscle pain, headache, or any new loss of smell or taste and will not report to work if symptoms present anytime while working.
- Prior to entering the work place a City of Saint Paul Alaska COVID-19 Travel Form will be completed by each person expected to travel. Form will be submitted to the City of Saint Paul for approval.
- Prior to entering the workplace Employee will obtain a COVID-19 test and obtain negative test results within 72 hours of proposed travel, to comply with State of AK mandates.
- Employee will arrange for a COVID-19 test at the Saint Paul Health Clinic 7 days after arrival on Saint Paul Island by calling (907) 546-8300 to schedule.
- Employee will self asses on a continuous basis, and notify management and the clinic by phone if any symptoms are exhibited.
- Upon arrival to worksite employee will take daily temperatures and monitor symptoms on a provided log.
- Employee will limit clinic interactions with those who have risk factors and chronic conditions as much as possible.

#### 3. Travel

- Employee shall maintain social distancing 6-foot guidelines, and as much as practical on airplanes and vehicles during transit.
- Personnel shall wear a mask when in enclosed spaces including buildings, planes, and vehicles, or other times when social distancing 6-foot guidelines cannot be met.
- Employee shall maintain standard personal hygiene and wash hands frequently.

#### **4. Self-Quarantine**

- Employee will be housed in housing that meets self-quarantine requirements and is fully stocked to allow for cooking and sleeping on-site.
- Employee shall maintain standard personal hygiene, wash hands frequently, and endeavor to practice respiratory etiquette including covering coughs and sneezes.
- Employee will not enter private homes, or public/private facilities during their 14-day quarantine period.
- Employee will self assess on a continuous basis, and notify management and the Saint Paul Health clinic by phone if any symptoms are exhibited.
- Employee will order groceries, if required, during 14-day quarantine period by contacting the Aleut Community of Saint Paul Store by phone at (907) 546-2209 for delivery to provided housing.

#### **5. Workplace Protective Measures**

- Employee will limit their travel on Island during their 14-day quarantine period to: travel between provided housing to clinic for work hours and after hours calls, as necessary.
- If it is used, clinic vehicle shall be wiped down after use to disinfect high touch surfaces.
- Employee shall maintain social distancing 6-foot guidelines with all other clinic personnel.
- Unnecessary interaction with other employees shall be limited as much as possible during 14-day quarantine period.
- Employee will wear a surgical or N95 face mask while at work, whichever is appropriate to the situation.
- Work equipment and exam rooms will be sanitized after every use.

#### **6. Procedures to Protect Customers/Public**

- Customers will be informed that there are protective measures in place for provider for the first 14 days they are on island when calling to schedule an appointment.
- Customers are asked to wear a mask while in the clinic and are provided one if needed.
- All clinic staff are required to wear a surgical mask when anywhere in the clinic other than their own desk.
- Clinic is sanitized every 2 hours, and exam spaces after every visit.
- Employee will limit their interactions with high risk individuals during initial 14 days on island.

#### **7. Procedures for Employees Who Become Ill**

- If employee determine they have one or more symptoms of Covid 19, they shall stay, or return to provided quarantine housing and notify manager of the Saint Paul Health Clinic. Treatment shall be in accordance with the Saint Paul Health Clinic standards.

- Employee will remain isolated in provided housing until a negative test result is confirmed, and symptoms are resolved.
- Employee will utilize established community resources for groceries and medical care for those in isolation.
- If treatment is required in the clinic employee will call to be scheduled and will be asked to wear a mask and gloves and enter clinic through an isolated entrance. Contact with others will be limited to provider being seen. No other customers will be seen at the time employee is in the clinic.
- Other clinic employees wear surgical masks when not sitting at their individual desk and will be made aware there is someone being seen so movement within the clinic can be limited.
- Any surfaces and equipment utilized during the visit will be disinfected immediately.
- Employee will stay isolated for 14 days and retested before returning to work.

#### **8. Notification Protocol for Ill Workers**

- If rapid testing or PCR testing results show a positive result notification will be provided to the State of AK through established procedures.
- If employee tests positive the City of St. Paul Unified Command Team will be notified, to enact City protocols for community safety in the event of a positive case. The city will move into a higher level of protection phase, already established.
- If employee tests positive SCF clinic administrator and medical director will be notified, as well as clinic team of a positive case. Testing will be provided to all clinic staff as appropriate.
- OSHA 300A Summary of Work-Related Injuries and Illnesses poster is posted in the clinic. Reportable illnesses and injuries (including an employee positive Covid 19 test result) are to be entered into the Quality Assurance program Datix for assessment and determination if case is work related. If it is work related and determined to meet the criteria The Southcentral Foundation Quality Assurance Manager will then enter the information on the organization OSHA log.

#### **9. Continued Maintenance/Operation of Critical Infrastructure**

- The clinic would revert to an urgent care basis and continue only seeing people who call and are screened by a provider to determine urgency.
- Employees are cross trained where appropriate to allow for continuation of services.
- Additional support would be requested from the Southcentral Foundation in Anchorage if needed for coverage if regular employees are unable to work.

Southcentral Foundation information to refer to regarding workplace safety and sick employees: Emergency Management Plan, Program Reopening Guidelines, SCF Daily Updates, Coronavirus Preparing at Home, Coronavirus Preparing at Work.

Submittal to: [snpcovid@stpaulak.com](mailto:snpcovid@stpaulak.com) and [mbaker@stpaulak.com](mailto:mbaker@stpaulak.com) Date: November 3, 2020

## Southcentral Foundation Saint Paul Health Center

### Saint Paul Island Critical Infrastructure Community/Workforce Protection Plan

#### 1. Contact Information and Location

- Company: Southcentral Foundation
- Southcentral Foundation Address: 1000 Polovina Turnpike, Saint Paul, AK 99660
- Southcentral Foundation Contact: April Kushin, St. Paul Clinic Manager  
Phone: 907-546-8324, Email: [akushin@southcentralfoundation.com](mailto:akushin@southcentralfoundation.com)
- Essential Traveler: Dr. David James
- Work Location: Saint Paul Health Center, Saint Paul Island, Alaska. Will distance from other providers and staff by sitting at least 6ft apart.
- Purpose: Preceptorship shadowing with Community Health Aide
- Travel: Anchorage to Saint Paul on ACE charter on 11/13/2020, estimated departure of 1pm.  
Housing: in clinic living quarters.

#### 2. Employee Screening

- Employee will notify management if they exhibit any symptoms including fever, shortness of breath, cough, chills, sore throat, muscle pain, headache, or any new loss of smell or taste and will not report to work if symptoms present anytime while working.
- Prior to entering the work place a City of Saint Paul Alaska COVID-19 Travel Form will be completed by each person expected to travel. Form will be submitted to the City of Saint Paul for approval.
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- Employee will order groceries, if required, during 14-day quarantine period by contacting the Aleut Community of Saint Paul Store by phone at (907) 546-2209 for delivery to provided housing.

#### **5. Workplace Protective Measures**

- Employee will limit their travel on Island during their 14-day quarantine period to: travel between provided housing to clinic for work purposes.
- If it is used, clinic vehicle shall be wiped down after use to disinfect high touch surfaces.
- Employee shall maintain social distancing 6-foot guidelines with all other clinic personnel.
- Unnecessary interaction with other employees shall be limited as much as possible during 14-day quarantine period.
- Employee will wear a surgical or N95 face mask while at work, whichever is appropriate to the situation.
- Work equipment and exam rooms will be sanitized after every use.

#### **6. Procedures to Protect Customers/Public**

- Customers will be informed that there are protective measures in place for provider for the first 14 days they are on island when calling to schedule an appointment.
- Customers are asked to wear a mask while in the clinic and are provided one if needed.
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- Employee will remain isolated in provided housing until a negative test result is confirmed, and symptoms are resolved.
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### **8. Notification Protocol for Ill Workers**

- If rapid testing or PCR testing results show a positive result notification will be provided to the State of AK through established procedures.
- If employee tests positive the City of St. Paul Unified Command Team will be notified of a positive case, to enact City protocols for community safety in the event of a positive case. The city will move into a higher level of protection phase, already established.
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Southcentral Foundation information to refer to regarding workplace safety and sick employees: Emergency Management Plan, Program Reopening Guidelines, SCF Daily Updates, Coronavirus Preparing at Home, Coronavirus Preparing at Work.

Submittal to: [snpcovid@stpaulak.com](mailto:snpcovid@stpaulak.com) and [mbaker@stpaulak.com](mailto:mbaker@stpaulak.com)

Date: November 3, 2020

Comp Health and Southcentral Foundation Saint Paul Health Center

Saint Paul Island Critical Infrastructure Community/Workforce Protection Plan

**1. Contact Information and Location**

- Company: Southcentral Foundation
- Southcentral Foundation Address: 1000 Polovina Turnpike, Saint Paul, AK 99660
- Southcentral Foundation Contact: April Arbuckle, St. Paul Clinic Manager  
Phone: 907-546-8324, Email: [arbuckle@southcentralfoundation.com](mailto:arbuckle@southcentralfoundation.com)
- Essential Traveler: Galena Mandregan
- Work Location: Saint Paul Health Center, Saint Paul Island, Alaska
- Purpose: Administrative Support Staff
- Travel: Anchorage-Dutch Harbor on Dena'ina Air Taxi on 8/12, Dutch Harbor– Saint Paul on Grant on 8/13.
- Layover Housing: The Grand Aleutian, Dutch Harbor, AK 8/12-8/13/2020.

**2. Employee Screening**

- Employee will notify management if they exhibit any symptoms including fever, shortness of breath, cough, chills, sore throat, muscle pain, headache, or any new loss of smell or taste and will not report to work if symptoms present anytime while working.
- Prior to entering the work place a City of Saint Paul Alaska COVID-19 Travel Form will be completed by each person expected to travel. Form will be submitted to the City of Saint Paul for approval.
- Prior to entering the workplace Employee will obtain a COVID-19 test and obtain negative test results within 72 hours of proposed travel, to comply with State of AK and City of St. Paul mandates.
- Employee will arrange for a COVID-19 test at the Saint Paul Health Clinic 7 days after arrival on Saint Paul Island by calling (907) 729-5035 to schedule.
- Employee will self asses on a continuous basis, and notify management and the clinic by phone if any symptoms are exhibited.
- Upon arrival to worksite employee will take daily temperatures and monitor symptoms on a provided log.
- Employee will limit clinic interactions with those who have risk factors and chronic conditions as much as possible.

**3. Travel**

- Employee shall maintain social distancing 6-foot guidelines, and as much as practical on airplanes and vehicles during transit.
- Personnel shall wear a mask when in enclosed spaces including buildings, planes, and vehicles, or other times when social distancing 6-foot guidelines cannot be met.

- Employee shall maintain standard personal hygiene and wash hands frequently.
- Employee will maintain quarantine while on layover in Dutch Harbor, AK as required by their city ordinances.

#### **4. Self-Quarantine**

- Employee will be housed in provided housing that meets self-quarantine requirements and is fully stocked to allow for cooking and sleeping on-site.
- Employee shall maintain standard personal hygiene, wash hands frequently, and endeavor to practice respiratory etiquette including covering coughs and sneezes.
- Employee will not enter private homes, or public/private facilities during their 14-day quarantine period.
- Employee will self assess on a continuous basis, and notify management and the Saint Paul Health clinic by phone if any symptoms are exhibited.
- Employee will order groceries, if required, during 14-day quarantine period by contacting the Aleut Community of Saint Paul Store by phone at (907) 546-2209 for delivery to provided housing.

#### **5. Workplace Protective Measures**

- Employee will limit their travel on Island during their 14-day quarantine period to: travel between provided housing to clinic for work hours and after hours calls, as necessary.
- Employee can travel in personal vehicle or be outside alone, or with others in the same house, also under quarantine and must maintain at least 6ft between themselves and other people.
- Employee shall maintain social distancing 6-foot guidelines with all other clinic personnel.
- Unnecessary interaction with other employees shall be limited as much as possible during 14-day quarantine period.
- Employee will wear a face mask while traveling to and from work and while at work.
- Work equipment will be sanitized after every use.

#### **6. Procedures to Protect Customers/Public**

- Customers will be informed that there are protective measures in place for employee if customer wants to interact with employee.
- Customers are asked to wear a mask while in the clinic and are provided one if needed.
- All clinic staff are required to wear a mask in public spaces in the clinic.
- Clinic is sanitized every 2 hours, and exam spaces after every visit.
- Employee will limit their interactions with high risk individuals during initial 14 days on island.

#### **7. Procedures for Employees Who Become Ill**

- If employee determine they have one or more symptoms of Covid 19, they shall stay, or return to provided quarantine housing and notify manager of the Saint Paul Health Clinic. Treatment shall be in accordance with the Saint Paul Health Clinic standards.
- Employee will remain isolated in private housing until a negative test result is confirmed, and symptoms are resolved.
- Employee will utilize established community resources for groceries and medical care for those in isolation.
- If treatment is required in the clinic employee will call to be scheduled and will be asked to wear a mask and gloves and enter clinic through an isolated entrance. Contact with others will be limited to provider being seen. No other customers will be seen at the time employee is in the clinic.
- Other clinic employees wear masks when not sitting at their individual desk and will be made aware there is someone being seen so movement within the clinic can be limited.
- Any surfaces and equipment utilized during the visit will be disinfected immediately.
- Employee will stay isolated for 14 days and retested before returning to work.

#### **8. Notification Protocol for Ill Workers**

- If rapid testing or PCR testing results show a positive result notification will be provided to the State of AK through established procedures.
- If employee tests positive the City of St. Paul Unified Command Team will be notified, to enact City protocols for community safety in the event of a positive case. The city will move into a higher level of protection phase, already established.
- If employee tests positive SCF clinic administrator and medical director will be notified, as well as clinic team. Testing will be provided to all clinic staff.
- OSHA 300A Summary of Work-Related Injuries and Illnesses poster is posted in the clinic. Reportable illnesses and injuries (including an employee positive Covid 19 test result) are to be entered into the Quality Assurance program Datix for assessment and determination if case is work related. If it is work related and determined to meet the criteria The Southcentral Foundation Quality Assurance Manager will then enter the information on the organization OSHA log.

#### **9. Continued Maintenance/Operation of Critical Infrastructure**

- The clinic would revert to an urgent care basis and continue only seeing people who call and are screened by a provider to determine urgency.
- Employees are cross trained where appropriate to allow for continuation of services.
- Additional support would be requested from the Southcentral Foundation in Anchorage if needed for coverage if regular employees are unable to work.

Southcentral Foundation information to refer to regarding workplace safety and sick employees:  
Emergency Management Plan, Program Reopening Guidelines, SCF Daily Updates, Coronavirus Preparing  
at Home, Coronavirus Preparing at Work.

Submittal to: [snpcovie19@stpaulak.com](mailto:snpcovie19@stpaulak.com) and [mbaker@cityofstpaul.com](mailto:mbaker@cityofstpaul.com)

Date: August 5, 2020

## Comp Health and Southcentral Foundation Saint Paul Health Center

### Saint Paul Island Critical Infrastructure Community/Workforce Protection Plan

#### 1. Contact Information and Location

- Company: Southcentral Foundation
- Southcentral Foundation Address: 1000 Polovina Turnpike, Saint Paul, AK 99660
- Southcentral Foundation Contact: April Arbuckle, St. Paul Clinic Manager  
Phone: 907-546-8324, Email: [aarbuckle@southcentralfoundation.com](mailto:aarbuckle@southcentralfoundation.com)
- Essential Traveler: Jolie Miller
- Work Location: Saint Paul Health Center, Saint Paul Island, Alaska
- Purpose: Family Nurse Practitioner Clinic Coverage
- Travel: Anchorage-Dutch Harbor on Dena'ina Air Taxi on 10/1/2020, Dutch Harbor– Saint Paul on Grant Aviation on 10/2/2020.
- Layover Housing: 10/1-10/2/2020: The Grand Aleutian, Dutch Harbor, AK.

#### 2. Employee Screening

- Employee will notify management if they exhibit any symptoms including fever, shortness of breath, cough, chills, sore throat, muscle pain, headache, or any new loss of smell or taste and will not report to work if symptoms present anytime while working.
- Prior to entering the work place a City of Saint Paul Alaska COVID-19 Travel Form will be completed by each person expected to travel. Form will be submitted to the City of Saint Paul for approval.
- Prior to entering the workplace Employee will obtain a COVID-19 test and obtain negative test results within 72 hours of proposed travel, to comply with State of AK mandates.
- Employee will arrange for a COVID-19 test at the Saint Paul Health Clinic 7 days after arrival on Saint Paul Island by calling (907) 729-5035 to schedule.
- Employee will self asses on a continuous basis, and notify management and the clinic by phone if any symptoms are exhibited.
- Upon arrival to worksite employee will take daily temperatures and monitor symptoms on a provided log.
- Employee will limit clinic interactions with those who have risk factors and chronic conditions as much as possible.

#### 3. Travel

- Employee shall maintain social distancing 6-foot guidelines, and as much as practical on airplanes and vehicles during transit.
- Personnel shall wear a mask when in enclosed spaces including buildings, planes, and vehicles, or other times when social distancing 6-foot guidelines cannot be met.
- Employee shall maintain standard personal hygiene and wash hands frequently.

- Employee will maintain quarantine while on layover in Dutch Harbor, AK as required by their city ordinances.

#### **4. Self-Quarantine**

- Employee will be housed in community provided housing that meets self-quarantine requirements and is fully stocked to allow for cooking and sleeping on-site.
- Employee shall maintain standard personal hygiene, wash hands frequently, and endeavor to practice respiratory etiquette including covering coughs and sneezes.
- Employee will not enter private homes, or public/private facilities during their 14-day quarantine period.
- Employee will self assess on a continuous basis, and notify management and the Saint Paul Health clinic by phone if any symptoms are exhibited.
- Employee will order groceries, if required, during 14-day quarantine period by contacting the Aleut Community of Saint Paul Store by phone at (907) 546-2209 for delivery to provided housing.

#### **5. Workplace Protective Measures**

- Employee will limit their travel on Island during their 14-day quarantine period to: travel between provided housing to clinic for work hours and after hours calls, as necessary.
- If it is used for on call time provided vehicle for work shall be wiped down each morning prior after use to disinfect high touch surfaces.
- Employee shall maintain social distancing 6-foot guidelines with all other clinic personnel.
- Unnecessary interaction with other employees shall be limited as much as possible during 14-day quarantine period.
- Employee will wear a face mask while traveling to and from work and while at work.
- Work equipment and exam rooms will be sanitized after every use.

#### **6. Procedures to Protect Customers/Public**

- Customers will be informed that there are protective measures in place for provider for the first 14 days they are on island when calling to schedule an appointment.
- Customers are asked to wear a mask while in the clinic and are provided one if needed.
- All clinic staff are required to wear a mask in public spaces in the clinic.
- Clinic is sanitized every 2 hours, and exam spaces after every visit.
- Employee will limit their interactions with high risk individuals during initial 14 days on island.

#### **7. Procedures for Employees Who Become Ill**

- If employee determine they have one or more symptoms of Covid 19, they shall stay, or return to provided quarantine housing and notify manager of the Saint Paul Health Clinic. Treatment shall be in accordance with the Saint Paul Health Clinic standards.

- Employee will remain isolated in provided housing until a negative test result is confirmed, and symptoms are resolved.
- Employee will utilize established community resources for groceries and medical care for those in isolation.
- If treatment is required in the clinic employee will call to be scheduled and will be asked to wear a mask and gloves and enter clinic through an isolated entrance. Contact with others will be limited to provider being seen. No other customers will be seen at the time employee is in the clinic.
- Other clinic employees wear masks when not sitting at their individual desk and will be made aware there is someone being seen so movement within the clinic can be limited.
- Any surfaces and equipment utilized during the visit will be disinfected immediately.
- Employee will stay isolated for 14 days and retested before returning to work.

### **8. Notification Protocol for Ill Workers**

- If rapid testing or PCR testing results show a positive result notification will be provided to the State of AK through established procedures.
- If employee tests positive the City of St. Paul Unified Command Team will be notified, to enact City protocols for community safety in the event of a positive case. The city will move into a higher level of protection phase, already established.
- If employee tests positive SCF clinic administrator and medical director will be notified, as well as clinic team. Testing will be provided to all clinic staff.
- OSHA 300A Summary of Work-Related Injuries and Illnesses poster is posted in the clinic. Reportable illnesses and injuries (including an employee positive Covid 19 test result) are to be entered into the Quality Assurance program Datix for assessment and determination if case is work related. If it is work related and determined to meet the criteria The Southcentral Foundation Quality Assurance Manager will then enter the information on the organization OSHA log.

### **9. Continued Maintenance/Operation of Critical Infrastructure**

- The clinic would revert to an urgent care basis and continue only seeing people who call and are screened by a provider to determine urgency.
- Employees are cross trained where appropriate to allow for continuation of services.
- Additional support would be requested from the Southcentral Foundation in Anchorage if needed for coverage if regular employees are unable to work.

Southcentral Foundation information to refer to regarding workplace safety and sick employees: Emergency Management Plan, Program Reopening Guidelines, SCF Daily Updates, Coronavirus Preparing at Home, Coronavirus Preparing at Work.

Submittal to: [AKCOVIDPLANS@akprepared.com](mailto:AKCOVIDPLANS@akprepared.com) and [mbaker@cityofstpaul.com](mailto:mbaker@cityofstpaul.com)



Date: September 24, 2020

Alaska Native Tribal Health Consortium

Alaska Clinical Engineering Services

**1. Contact Information and Location**

- Company: ANTHC/ACES
- ANTHC/ACES Address: 2000 E 88<sup>th</sup> Ave, Anchorage AK 99654
- ANTHC/ACES Contact: Robert Axtell, Sr. Manager ACES  
Phone: 907-729-2597, Email: raxtell@anthc.org
- Essential Traveler: Jack Yerxa
- Work Location: Saint Paul Health Center, Saint Paul Island, Alaska. Will distance from all staff by sitting at least 6ft apart.
- Purpose: Biomedical Equipment Test
- Travel: Anchorage to Dutch Harbor on November 30<sup>th</sup> with Deniana Air service, Dutch Harbor to Saint Paul on Grant Aviation on December 1<sup>st</sup> arriving in St Paul at 10:10am.

**2. Employee Screening**

- Employee will notify management if they exhibit any symptoms including fever, shortness of breath, cough, chills, sore throat, muscle pain, headache, or any new loss of smell or taste and will not report to work if symptoms present anytime while working.
- Prior to entering the work place a City of Saint Paul Alaska COVID-19 Travel Form will be completed by each person expected to travel. Form will be submitted to the City of Saint Paul for approval.
- Prior to entering the workplace Employee will obtain a COVID-19 test and obtain negative test results within 72 hours of proposed travel, to comply with State of AK mandates.
- Employee will arrange for a COVID-19 test at the Saint Paul Health Clinic upon arrival of Saint Paul Island by calling (907) 546-8300 to schedule.
- Employee will self asses on a continuous basis, and notify management and the clinic by phone if any symptoms are exhibited.
- Upon arrival to worksite employee will take daily temperatures and monitor symptoms on a provided log.
- Employee will limit clinic interactions with those who have risk factors and chronic conditions as much as possible.

**3. Travel**

- Employee shall maintain social distancing 6-foot guidelines, and as much as practical on airplanes and vehicles during transit.
- Personnel shall wear a mask when in enclosed spaces including buildings, planes, and vehicles, or other times when social distancing 6-foot guidelines cannot be met.
- Employee shall maintain standard personal hygiene and wash hands frequently.

#### **4. Self-Quarantine**

- Employee will be staying at King Eider Hotel.
- Employee shall maintain standard personal hygiene, wash hands frequently, and endeavor to practice respiratory etiquette including covering coughs and sneezes.
- Employee will not enter private homes, or public/private facilities during their 14-day quarantine period.
- Employee will self assess on a continuous basis, and notify management and the Saint Paul Health clinic by phone if any symptoms are exhibited.
- Employee will order groceries, if required, during 14-day quarantine period by contacting the Aleut Community of Saint Paul Store by phone at (907) 546-2209 for delivery to provided housing.

#### **5. Workplace Protective Measures**

- Employee will limit their travel on Island during their 14-day quarantine period to: travel between provided housing to clinic for work purposes.
- If it is used, clinic vehicle shall be wiped down after use to disinfect high touch surfaces.
- Employee shall maintain social distancing 6-foot guidelines with all other clinic personnel.
- Unnecessary interaction with other employees shall be limited as much as possible during 14-day quarantine period.
- Employee will wear a surgical or N95 face mask while at work, whichever is appropriate to the situation.
- Work equipment and exam rooms will be sanitized after every use.

#### **6. Procedures to Protect Customers/Public**

- Customers will be informed that there are protective measures in place for provider for the first 14 days they are on island when calling to schedule an appointment.
- Customers are asked to wear a mask while in the clinic and are provided one if needed.
- All clinic staff are required to wear a surgical mask when anywhere in the clinic other than their own desk.
- Clinic is sanitized every 2 hours, and exam spaces after every visit.
- Employee will limit their interactions with high risk individuals during initial 14 days on island.

#### **7. Procedures for Employees Who Become Ill**

- If employee determine they have one or more symptoms of Covid 19, they shall stay, or return to provided quarantine housing and notify manager of the Saint Paul Health Clinic and manager of ANTHC/ACES. Treatment shall be in accordance with the Saint Paul Health Clinic standards.
- Employee will remain isolated in provided housing until a negative test result is confirmed, and symptoms are resolved.

- Employee will utilize established community resources for groceries and medical care for those in isolation.
- If treatment is required in the clinic employee will call to be scheduled and will be asked to wear a mask and gloves and enter clinic through an isolated entrance. Contact with others will be limited to provider being seen. No other customers will be seen at the time employee is in the clinic.
- Other clinic employees wear surgical masks when not sitting at their individual desk and will be made aware there is someone being seen so movement within the clinic can be limited.
- Any surfaces and equipment utilized during the visit will be disinfected immediately.
- Employee will stay isolated for 14 days and retested before returning to work.

#### **8. Notification Protocol for Ill Workers**

- If rapid testing or PCR testing results show a positive result notification will be provided to the State of AK through established procedures.
- If employee tests positive the City of St. Paul Unified Command Team will be notified of a positive case, to enact City protocols for community safety in the event of a positive case. The city will move into a higher level of protection phase, already established.
- If employee tests positive SCF clinic administrator and medical director will be notified, as well as clinic team of a positive case. Testing will be provided to all clinic staff as appropriate.
- OSHA 300A Summary of Work-Related Injuries and Illnesses poster is posted in the clinic. Reportable illnesses and injuries (including an employee positive Covid 19 test result) are to be entered into the Quality Assurance program Datix for assessment and determination if case is work related. If it is work related and determined to meet the criteria the ANTHC Manager will then enter the information on the organization OSHA log.

#### **9. Continued Maintenance/Operation of Critical Infrastructure**

- The clinic would revert to an urgent care basis and continue only seeing people who call and are screened by a provider to determine urgency.
- Employees are cross trained where appropriate to allow for continuation of services.
- Additional support would be requested from the ANTHC/ACES in Anchorage if needed for coverage if regular employees are unable to work.

Southcentral Foundation information to refer to regarding workplace safety and sick employees: Emergency Management Plan, Program Reopening Guidelines, SCF Daily Updates, Coronavirus Preparing at Home, Coronavirus Preparing at Work.

Submittal to: [snpcovid@stpaulak.com](mailto:snpcovid@stpaulak.com) and [mbaker@stpaulak.com](mailto:mbaker@stpaulak.com)

Date: November 3, 2020

Comp Health and Southcentral Foundation Saint Paul Health Center

Saint Paul Island Critical Infrastructure Community/Workforce Protection Plan

**1. Contact Information and Location**

- Company: Southcentral Foundation
- Southcentral Foundation Address: 1000 Polovina Turnpike, Saint Paul, AK 99660
- Southcentral Foundation Contact: April Arbuckle, St. Paul Clinic Manager  
Phone: 907-546-8324, Email: [arbuckle@southcentralfoundation.com](mailto:arbuckle@southcentralfoundation.com)
- Essential Traveler: Maxim Buterin
- Work Location: Saint Paul Health Center, Saint Paul Island, Alaska
- Purpose: Case Management Support Staff
- Travel: Anchorage-Dutch Harbor on Dena'ina Air Taxi on 7/29, Dutch Harbor– Saint Paul on Grant on 8/1.
- Layover Housing: The Grand Aleutian, Dutch Harbor, AK 7/29-8/1/2020.

**2. Employee Screening**

- Employee will notify management if they exhibit any symptoms including fever, shortness of breath, cough, chills, sore throat, muscle pain, headache, or any new loss of smell or taste and will not report to work if symptoms present anytime while working.
- Prior to entering the work place a City of Saint Paul Alaska COVID-19 Travel Form will be completed by each person expected to travel. Form will be submitted to the City of Saint Paul for approval.
- Prior to entering the workplace Employee will obtain a COVID-19 test and obtain negative test results within 72 hours of proposed travel, to comply with State of AK and City of St. Paul mandates.
- Employee will arrange for a COVID-19 test at the Saint Paul Health Clinic 7 days after arrival on Saint Paul Island by calling (907) 729-5035 to schedule.
- Employee will self asses on a continuous basis, and notify management and the clinic by phone if any symptoms are exhibited.
- Upon arrival to worksite employee will take daily temperatures and monitor symptoms on a provided log.
- Employee will limit clinic interactions with those who have risk factors and chronic conditions as much as possible.

**3. Travel**

- Employee shall maintain social distancing 6-foot guidelines, and as much as practical on airplanes and vehicles during transit.
- Personnel shall wear a mask when in enclosed spaces including buildings, planes, and vehicles, or other times when social distancing 6-foot guidelines cannot be met.

- Employee shall maintain standard personal hygiene and wash hands frequently.
- Employee will maintain quarantine while on layover in Dutch Harbor, AK as required by their city ordinances.

#### **4. Self-Quarantine**

- Employee will be housed in private housing that meets self-quarantine requirements and is fully stocked to allow for cooking and sleeping on-site.
- Employee shall maintain standard personal hygiene, wash hands frequently, and endeavor to practice respiratory etiquette including covering coughs and sneezes.
- Employee will not enter private homes, or public/private facilities during their 14-day quarantine period.
- Employee will self assess on a continuous basis, and notify management and the Saint Paul Health clinic by phone if any symptoms are exhibited.
- Employee will order groceries, if required, during 14-day quarantine period by contacting the Aleut Community of Saint Paul Store by phone at (907) 546-2209 for delivery to provided housing.

#### **5. Workplace Protective Measures**

- Employee will limit their travel on Island during their 14-day quarantine period to: travel between provided housing to clinic for work hours and after hours calls, as necessary.
- Employee can travel in personal vehicle or be outside alone, or with others in the same house, also under quarantine and must maintain at least 6ft between themselves and other people.
- Employee shall maintain social distancing 6-foot guidelines with all other clinic personnel.
- Unnecessary interaction with other employees shall be limited as much as possible during 14-day quarantine period.
- Employee will wear a face mask while traveling to and from work and while at work.
- Work equipment and exam rooms will be sanitized after every use.

#### **6. Procedures to Protect Customers/Public**

- Customers will be informed that there are protective measures in place for employee if customer wants to interact with employee.
- Customers are asked to wear a mask while in the clinic and are provided one if needed.
- All clinic staff are required to wear a mask in public spaces in the clinic.
- Clinic is sanitized every 2 hours, and exam spaces after every visit.
- Employee will limit their interactions with high risk individuals during initial 14 days on island.

#### **7. Procedures for Employees Who Become Ill**

- If employee determine they have one or more symptoms of Covid 19, they shall stay, or return to provided quarantine housing and notify manager of the Saint Paul Health Clinic. Treatment shall be in accordance with the Saint Paul Health Clinic standards.
- Employee will remain isolated in private housing until a negative test result is confirmed, and symptoms are resolved.
- Employee will utilize established community resources for groceries and medical care for those in isolation.
- If treatment is required in the clinic employee will call to be scheduled and will be asked to wear a mask and gloves and enter clinic through an isolated entrance. Contact with others will be limited to provider being seen. No other customers will be seen at the time employee is in the clinic.
- Other clinic employees wear masks when not sitting at their individual desk and will be made aware there is someone being seen so movement within the clinic can be limited.
- Any surfaces and equipment utilized during the visit will be disinfected immediately.
- Employee will stay isolated for 14 days and retested before returning to work.

#### **8. Notification Protocol for Ill Workers**

- If rapid testing or PCR testing results show a positive result notification will be provided to the State of AK through established procedures.
- If employee tests positive the City of St. Paul Unified Command Team will be notified, to enact City protocols for community safety in the event of a positive case. The city will move into a higher level of protection phase, already established.
- If employee tests positive SCF clinic administrator and medical director will be notified, as well as clinic team. Testing will be provided to all clinic staff.
- OSHA 300A Summary of Work-Related Injuries and Illnesses poster is posted in the clinic. Reportable illnesses and injuries (including an employee positive Covid 19 test result) are to be entered into the Quality Assurance program Datix for assessment and determination if case is work related. If it is work related and determined to meet the criteria The Southcentral Foundation Quality Assurance Manager will then enter the information on the organization OSHA log.

#### **9. Continued Maintenance/Operation of Critical Infrastructure**

- The clinic would revert to an urgent care basis and continue only seeing people who call and are screened by a provider to determine urgency.
- Employees are cross trained where appropriate to allow for continuation of services.
- Additional support would be requested from the Southcentral Foundation in Anchorage if needed for coverage if regular employees are unable to work.

Southcentral Foundation information to refer to regarding workplace safety and sick employees:  
Emergency Management Plan, Program Reopening Guidelines, SCF Daily Updates, Coronavirus Preparing  
at Home, Coronavirus Preparing at Work.

Submittal to: [AKCOVIDPLANS@akprepared.com](mailto:AKCOVIDPLANS@akprepared.com) and [mbaker@cityofstpaul.com](mailto:mbaker@cityofstpaul.com)

Date: July 24, 2020-



## Comp Health and Southcentral Foundation Saint Paul Health Center

### Saint Paul Island Critical Infrastructure Community/Workforce Protection Plan

#### 1. Contact Information and Location

- Company: Southcentral Foundation
- Southcentral Foundation Address: 1000 Polovina Turnpike, Saint Paul, AK 99660
- Southcentral Foundation Contact: April Arbuckle, St. Paul Clinic Manager  
Phone: 907-546-8324, Email: [arbuckle@southcentralfoundation.com](mailto:arbuckle@southcentralfoundation.com)
- Essential Traveler: Sara MacDougall
- Work Location: Saint Paul Health Center, Saint Paul Island, Alaska
- Purpose: Community Health Aide Clinic Coverage
- Travel: Anchorage-Dutch Harbor on Dena'ina Air Taxi on 10/8/2020, Dutch Harbor– Saint Paul on Grant Aviation on 10/9/2020.
- Layover Housing: 10/7/2020: Spring Hill Suites University Lake, Anchorage, AK 10/7-10/8/2020 and 10/8-10/9/2020: The Grand Aleutian, Dutch Harbor, AK.

#### 2. Employee Screening

- Employee will notify management if they exhibit any symptoms including fever, shortness of breath, cough, chills, sore throat, muscle pain, headache, or any new loss of smell or taste and will not report to work if symptoms present anytime while working.
- Prior to entering the work place a City of Saint Paul Alaska COVID-19 Travel Form will be completed by each person expected to travel. Form will be submitted to the City of Saint Paul for approval.
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- Employee will limit clinic interactions with those who have risk factors and chronic conditions as much as possible.

#### 3. Travel

- Employee shall maintain social distancing 6-foot guidelines, and as much as practical on airplanes and vehicles during transit.
- Personnel shall wear a mask when in enclosed spaces including buildings, planes, and vehicles, or other times when social distancing 6-foot guidelines cannot be met.

- Employee shall maintain standard personal hygiene and wash hands frequently.
- Employee will maintain quarantine while on layover in Dutch Harbor, AK as required by their city ordinances.

#### **4. Self-Quarantine**

- Employee will be housed in community provided housing that meets self-quarantine requirements and is fully stocked to allow for cooking and sleeping on-site.
- Employee shall maintain standard personal hygiene, wash hands frequently, and endeavor to practice respiratory etiquette including covering coughs and sneezes.
- Employee will not enter private homes, or public/private facilities during their 14-day quarantine period.
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- Employee will order groceries, if required, during 14-day quarantine period by contacting the Aleut Community of Saint Paul Store by phone at (907) 546-2209 for delivery to provided housing.

#### **5. Workplace Protective Measures**

- Employee will limit their travel on Island during their 14-day quarantine period to: travel between provided housing to clinic for work hours and after hours calls, as necessary.
- If it is used for on call time provided vehicle for work shall be wiped down each morning prior after use to disinfect high touch surfaces.
- Employee shall maintain social distancing 6-foot guidelines with all other clinic personnel.
- Unnecessary interaction with other employees shall be limited as much as possible during 14-day quarantine period.
- Employee will wear a face mask while traveling to and from work and while at work.
- Work equipment and exam rooms will be sanitized after every use.

#### **6. Procedures to Protect Customers/Public**

- Customers will be informed that there are protective measures in place for provider for the first 14 days they are on island when calling to schedule an appointment.
- Customers are asked to wear a mask while in the clinic and are provided one if needed.
- All clinic staff are required to wear a mask in public spaces in the clinic.
- Clinic is sanitized every 2 hours, and exam spaces after every visit.
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#### **7. Procedures for Employees Who Become Ill**

- If employee determine they have one or more symptoms of Covid 19, they shall stay, or return to provided quarantine housing and notify manager of the Saint Paul Health Clinic. Treatment shall be in accordance with the Saint Paul Health Clinic standards.
- Employee will remain isolated in provided housing until a negative test result is confirmed, and symptoms are resolved.
- Employee will utilize established community resources for groceries and medical care for those in isolation.
- If treatment is required in the clinic employee will call to be scheduled and will be asked to wear a mask and gloves and enter clinic through an isolated entrance. Contact with others will be limited to provider being seen. No other customers will be seen at the time employee is in the clinic.
- Other clinic employees wear masks when not sitting at their individual desk and will be made aware there is someone being seen so movement within the clinic can be limited.
- Any surfaces and equipment utilized during the visit will be disinfected immediately.
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#### **8. Notification Protocol for Ill Workers**

- If rapid testing or PCR testing results show a positive result notification will be provided to the State of AK through established procedures.
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#### **9. Continued Maintenance/Operation of Critical Infrastructure**

- The clinic would revert to an urgent care basis and continue only seeing people who call and are screened by a provider to determine urgency.
- Employees are cross trained where appropriate to allow for continuation of services.
- Additional support would be requested from the Southcentral Foundation in Anchorage if needed for coverage if regular employees are unable to work.

Southcentral Foundation information to refer to regarding workplace safety and sick employees:  
Emergency Management Plan, Program Reopening Guidelines, SCF Daily Updates, Coronavirus Preparing  
at Home, Coronavirus Preparing at Work.

Submittal to: [AKCOVIDPLANS@akprepared.com](mailto:AKCOVIDPLANS@akprepared.com) and [mbaker@cityofstpaul.com](mailto:mbaker@cityofstpaul.com)

Date: September 24, 2020

Comp Health and Southcentral Foundation Saint Paul Health Center

Saint Paul Island Critical Infrastructure Community/Workforce Protection Plan

**1. Contact Information and Location**

- Company: Southcentral Foundation
- Southcentral Foundation Address: 1000 Polovina Turnpike, Saint Paul, AK 99660
- Southcentral Foundation Contact: April Arbuckle, St. Paul Clinic Manager  
Phone: 907-546-8324, Email: [arbuckle@southcentralfoundation.com](mailto:arbuckle@southcentralfoundation.com)
- Essential Traveler: Kristen Malone, Justine Lewis, Leandra Beech, Samantha Sooalo, Millie Lyerly
- Work Location: Saint Paul Health Center, Saint Paul Island, Alaska
- Purpose: Request urgent dental services
- Travel: Anchorage to St. Paul 10/26/2020 to 10/30/2020
- Housing: #55

**2. Employee Screening**

- Employee will notify management if they exhibit any symptoms including fever, shortness of breath, cough, chills, sore throat, muscle pain, headache, or any new loss of smell or taste and will not report to work if symptoms present anytime while working.
- Prior to entering the work place a City of Saint Paul Alaska COVID-19 Travel Form will be completed by each person expected to travel. Form will be submitted to the City of Saint Paul for approval.
- Prior to entering the workplace Employee will obtain a COVID-19 test and obtain negative test results within 72 hours of proposed travel, to comply with State of AK mandates.
- Employee will arrange for a COVID-19 test at the Saint Paul Health Clinic 7 days after arrival on Saint Paul Island by calling (907) 729-5035 to schedule.
- Employee will self asses on a continuous basis, and notify management and the clinic by phone if any symptoms are exhibited.
- Upon arrival to worksite employee will take daily temperatures and monitor symptoms on a provided log.
- Employee will limit clinic interactions with those who have risk factors and chronic conditions as much as possible.

**3. Travel**

- Employee shall maintain social distancing 6-foot guidelines, and as much as practical on airplanes and vehicles during transit.
- Personnel shall wear a mask when in enclosed spaces including buildings, planes, and vehicles, or other times when social distancing 6-foot guidelines cannot be met.
- Employee shall maintain standard personal hygiene and wash hands frequently.

- Employee will maintain quarantine while on layover in Dutch Harbor, AK as required by their city ordinances.

#### **4. Self-Quarantine**

- Employee will be housed in community provided housing that meets self-quarantine requirements and is fully stocked to allow for cooking and sleeping on-site.
- Employee shall maintain standard personal hygiene, wash hands frequently, and endeavor to practice respiratory etiquette including covering coughs and sneezes.
- Employee will not enter private homes, or public/private facilities during their 5 day stay
- Employee will self assess on a continuous basis, and notify management and the Saint Paul Health clinic by phone if any symptoms are exhibited.
- Employee will order groceries, if required, during their 5 day stay on St. Paul by contacting the Aleut Community of Saint Paul Store by phone at (907) 546-2209 for delivery to provided housing.

#### **5. Workplace Protective Measures**

- Employee will limit their travel on Island during their 5 days to: travel between provided housing to clinic for work hours and after hours calls, as necessary.
- If it is used for on call time provided vehicle for work shall be wiped down each morning prior after use to disinfect high touch surfaces.
- Employee shall maintain social distancing 6-foot guidelines with all other clinic personnel.
- Unnecessary interaction with other employees shall be limited as much as possible during their 5 day stay
- Employee will wear a face mask while traveling to and from work and while at work.
- Work equipment and exam rooms will be sanitized after every use.

#### **6. Procedures to Protect Customers/Public**

- Customers will be informed that there are protective measures in place for provider for the first 14 days they are on island when calling to schedule an appointment.
- Customers are asked to wear a mask while in the clinic and are provided one if needed.
- All clinic staff are required to wear a mask in public spaces in the clinic.
- Clinic is sanitized every 2 hours, and exam spaces after every visit.
- Employee will limit their interactions with high risk individuals during initial 14 days on island.

#### **7. Procedures for Employees Who Become Ill**

- If employee determine they have one or more symptoms of Covid 19, they shall stay, or return to provided quarantine housing and notify manager of the Saint Paul Health Clinic. Treatment shall be in accordance with the Saint Paul Health Clinic standards.

- Employee will remain isolated in provided housing until a negative test result is confirmed, and symptoms are resolved.
- Employee will utilize established community resources for groceries and medical care for those in isolation.
- If treatment is required in the clinic employee will call to be scheduled and will be asked to wear a mask and gloves and enter clinic through an isolated entrance. Contact with others will be limited to provider being seen. No other customers will be seen at the time employee is in the clinic.
- Other clinic employees wear masks when not sitting at their individual desk and will be made aware there is someone being seen so movement within the clinic can be limited.
- Any surfaces and equipment utilized during the visit will be disinfected immediately.
- Employee will stay isolated for 14 days and retested before returning to work.

### **8. Notification Protocol for Ill Workers**

- If rapid testing or PCR testing results show a positive result notification will be provided to the State of AK through established procedures.
- If employee tests positive the City of St. Paul Unified Command Team will be notified, to enact City protocols for community safety in the event of a positive case. The city will move into a higher level of protection phase, already established.
- If employee tests positive SCF clinic administrator and medical director will be notified, as well as clinic team. Testing will be provided to all clinic staff.
- OSHA 300A Summary of Work-Related Injuries and Illnesses poster is posted in the clinic. Reportable illnesses and injuries (including an employee positive Covid 19 test result) are to be entered into the Quality Assurance program Datix for assessment and determination if case is work related. If it is work related and determined to meet the criteria The Southcentral Foundation Quality Assurance Manager will then enter the information on the organization OSHA log.

### **9. Continued Maintenance/Operation of Critical Infrastructure**

- The clinic would revert to an urgent care basis and continue only seeing people who call and are screened by a provider to determine urgency.
- Employees are cross trained where appropriate to allow for continuation of services.
- Additional support would be requested from the Southcentral Foundation in Anchorage if needed for coverage if regular employees are unable to work.

Southcentral Foundation information to refer to regarding workplace safety and sick employees: Emergency Management Plan, Program Reopening Guidelines, SCF Daily Updates, Coronavirus Preparing at Home, Coronavirus Preparing at Work.

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Date: September 24, 2020



Comp Health and Southcentral Foundation Saint Paul Health Center

Saint Paul Island Critical Infrastructure Community/Workforce Protection Plan

**1. Contact Information and Location**

- Company: CompHealth and Southcentral Foundation
- CompHealth Address: 7259 S. Bingham Jct. Blvd., Midvale, UT 84047
- Southcentral Foundation Address: 1000 Polovina Turnpike, Saint Paul, AK 99660
- CompHealth Contact: Tammy Peterson, Government Allied Division  
Phone: 801-930-3505  
Email: [Tammy.petersen@comphealth.com](mailto:Tammy.petersen@comphealth.com)
- Southcentral Foundation Contact: April Arbuckle, St. Paul Clinic Manager  
Phone: 907-546-8324  
Email: [aarbuckle@southcentralfoundation.com](mailto:aarbuckle@southcentralfoundation.com)
- Essential Traveler: William Longworth
- Work Location: Saint Paul Health Center, Saint Paul Island, Alaska
- Purpose: Nurse Practitioner Clinic Coverage
- Travel: Lexington, Kentucky-Anchorage, AK on Delta 7/4, Anchorage-Dutch Harbor on Dena'ina Air Taxi on 7/6, Dutch Harbor– Saint Paul on Grant on 7/9.
- Layover Housing: 7/4-7/6 Hyatt House, Anchorage, AK and 7/6-7/9 The Grand Aleutian, Dutch Harbor, AK.

**2. Employee Screening**

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- Employee will self assess on a continuous basis, and notify management and the clinic by phone if any symptoms are exhibited.

**3. Travel**

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- Employee shall maintain standard personal hygiene and wash hands frequently.
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#### **4. Self-Quarantine**

- Employee will be housed in community provided housing that meets self-quarantine requirements and is fully stocked to allow for cooking and sleeping on-site.
- Employee shall maintain standard personal hygiene, wash hands frequently, and endeavor to practice respiratory etiquette including covering coughs and sneezes.
- Employee will not enter private homes, or public/private facilities during their 14-day quarantine period.
- Employee will self assess on a continuous basis, and notify management and the Saint Paul Health clinic by phone if any symptoms are exhibited.
- Employee will order groceries, if required, during 14-day quarantine period by contacting the Aleut Community of Saint Paul Store by phone at (907) 546-2209 for delivery to provided housing.

#### **5. Workplace Protective Measures**

- Employee will limit their travel on Island during their 14-day quarantine period to: travel between provided housing to clinic for work hours and after hours calls as necessary.
- If it is used for on call time provided vehicle for work shall be wiped down each morning prior after use to disinfect high touch surfaces.
- Employee shall maintain social distancing 6-foot guidelines with all other clinic personnel.
- Unnecessary interaction with other employees shall be limited as much as possible during 14-day quarantine period.
- Employee will wear a face mask while traveling to and from work and while at work.
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- If employee tests positive the City of St. Paul Unified Command Team will be notified, to enact City protocols for community safety.
- Employee will stay isolated for 14 days and retested before returning to work.

Submittal to: [AKCOVIDPLANS@akprepared.com](mailto:AKCOVIDPLANS@akprepared.com) and [mbaker@cityofstpaul.com](mailto:mbaker@cityofstpaul.com)

Date: June 29, 2020