

BCFSC Timelines for Site Visits during BC Phase 2 and 3

Plan the site visit.

14 days from potential visit:

1. Start personal health monitoring.
2. When setting up site visit fill out Field Level Risk Assessment with company input.

7 days from potential visit:

1. Complete Site Risk Assessment form and submit to your supervisor (or designate) for approval.

1 Day before the potential visit:

1. Update Site Risk Assessment form or confirm that there are no new infections at site.
2. Submit Risk Assessment form to your supervisor (or designate) for final approval.
3. Do final travel kit check to ensure you have all items.

Day of visit:

1. Notify supervisor (or designate) upon arrival and departure from site.
2. Ensure all PPE is properly cleaned or disposed of.
3. Ensure any objects obtained from or handled by client are disinfected as well as high touch areas.

Day(s) following visit:

1. Start and continue post-visit health monitoring.
2. Complete post-visit summary (process improvements & feedback) and submit to supervisor (or designate).
3. Complete site visit report and submit to receiving admin.
4. Re-stock travel kit.