

Services Reinstatement Plan

Version:	2.0
Date:	

SERVICE INFORMATION	
Facility/ Service Area/ Unit:	Facility/ Service Area/ Unit requesting change
Primary Contact for Plan:	Proposal submitted by
Executive Sponsor:	
Timeframe for Reinstatement:	[START DATE] to [END DATE]

GUIDING PRINCIPLES
<i>Please consider the following guiding principles throughout plan development:</i>
<ul style="list-style-type: none"> While incremental restoration of services is permitted, plans must consider the risk of COVID-19 transmission associated. If PEI experiences a surge in COVID-19 cases, and/or community spread, a rapid return to essential services may be required. For this reason, service areas and facilities must maintain the ability to regain COVID surge capacity quickly. Important considerations include: 1) resource availability (e.g. human resources, including re-deployed staff impacts), PPE and medication supply, etc.); 2) patient prioritization (e.g. the basis on which patients will be prioritized as services resume); 3) impacts on other service areas (e.g. diagnostic imaging, laboratory services, PT/OT, primary care, home care etc...); 4) de-escalation (e.g. a plan to determine how services will ramp down again as required); and 5) monitoring (e.g. a plan to assess and reassess the above on an ongoing basis). Availability and use of valid data in plan development – include data to support plan and identify sources of data.

SUMMARY
<i>Provide a brief summary of the changes:</i>

REINSTATEMENT TIMELINE						
<i>Identify timeline start/end dates, key milestones (if appropriate). For example: Week of June 12th, 30% of canceled appointments re-booked.</i>						
<table border="1"> <thead> <tr> <th>Milestone</th> <th>Start/ End Date</th> </tr> </thead> <tbody> <tr> <td>30% of canceled appointments rebooked</td> <td>Week of June 12th</td> </tr> <tr> <td></td> <td></td> </tr> </tbody> </table>	Milestone	Start/ End Date	30% of canceled appointments rebooked	Week of June 12th		
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30% of canceled appointments rebooked	Week of June 12th					

1) RESOURCE AVAILABILITY
<i>Adequate resources to accommodate the change are available in the following areas:</i>
<input type="checkbox"/> PPE Supply and Usage <input type="checkbox"/> Human Resource and Availability (including details re: impacts and communications to re-deployed staff) <input type="checkbox"/> Drug Usage and Access <input type="checkbox"/> Other (e.g. Bed Availability, Supplies, Equipment, Space, etc.)

Please elaborate on all that apply:

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2) PATIENT PRIORITIZATION

What volume of services will be reinstated? What percentage of regular services is this?

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Overall view of who is currently waiting? Include data on morbidity and mortality (if available)

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How will patients be prioritized? (e.g. risk based prioritization: urgent, emergent, and non-essential) Please describe your process for prioritization and include criteria that will be used to prioritize patients.

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How many previously canceled appointments will be completed during this time?

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3) IMPACTS ON OTHER SERVICE AREAS

The following impacts have been considered:

- Patient access to other services (e.g. home care, public health, primary care)
- Other Services (e.g. diagnostic imaging, laboratory services, PT/OT, SPD, Housekeeping, etc.)
- Space (e.g. does space intersect with another services?)
- Screening and testing of patients/ clients as required (e.g. prior to procedures)

Please elaborate on all that apply:

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4) DE-ESCALATION PLAN

What is your de-escalation plan should the COVID situation change? (e.g. how quickly you can return to essential services or decant occupied acute care beds)

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5) MONITORING

How will reinstatement of services be monitored?

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REVIEW

Proposal reviewed by:

Date:

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