



## **CANADIAN PHYSIOTHERAPY ASSOCIATION GUIDELINE FOR RETURNING TO IN-PERSON EDUCATION**

The purpose of this document is to provide an overview of the criteria necessary to resume in-person education, including examinations.

### **I. Background**

In March 2020, in-person training and examinations were suspended in accordance with the Public Health Agency of Canada (PHAC) and provincial government directives aimed at reducing the spread of the Novel Coronavirus (COVID-19).

The provinces and regions have begun a phased approach to re-starting deferred, non-essential, and elective services carried out by Health Care Providers (HCPs). Each province and, in some cases, each region has their own directives, guidelines, and orders to assist with this process. It is important that in considering this guideline, that first and foremost the applicable federal, provincial, and regional directives are followed. Moreover, HCPs must adhere to the guidance of their regulatory colleges. This guideline does not supersede any such authority and can only be read to supplement these directives. In the event of a conflict, the College Guideline must prevail.

This guideline is not meant to take the place of medical advice, diagnosis, treatment, or legal advice and should be used in conjunction with up-to-date information pertaining to screening, testing guidelines, personal protective equipment, and all other health and mental health resources which have been published by applicable government agencies.

This guideline should be considered after having reviewed the current directives and memorandums and other resources published by the applicable Chief Medical Officer of Health in your region.

### **II. Principles**

The Canadian Physiotherapy Association (CPA) has adapted the guiding principles for HCPs set out by the Chief Medical Officer of Health in Ontario in Directive #2, revised on May 26, 2020 to apply when considering whether to offer in-person education:

- **Proportionality:** The decision to restart should be balanced against the capacity to restart in accordance with the directives;
- **Minimize Harm:** An analysis of need versus benefit should be undertaken. Training should not be undertaken if it will pose a serious risk of harm to the participants (attendees and educators);



- **Equity:** All trainees should be treated equally with particular attention paid to those who are already disadvantaged or vulnerable;

In the spirit of these Principles, no in-person courses or examinations should be made mandatory. Alternatives such as deferrals or virtual training should be offered, where practicable.

### III. Risk Assessments

Prior to initiating any in-person education, the Division of the CPA doing so should conduct two stages of risk assessment. The first is a risk assessment pertaining to the organization and the second a risk assessment pertaining to the service.

- **Organizational:** From an organizational perspective, look at the control measures that are in place to ensure that the organization is compliant with the up-to-date legislation, directives, and orders; evaluate the infection control steps that have been implemented to limit the spread of COVID-19 within and throughout the organization; evaluate whether any changes need to be made; and re-evaluate the organization's compliance once the changes have been implemented;
- **Service:** From a service perspective, this assessment should be conducted before each education session takes place. The service provider should evaluate the program that is being offered, the location, the attendees, and the educators. The assessment should evaluate whether there is a risk of infection, how that risk is being mitigated, whether there are any particular circumstances that should be considered, and whether the service should proceed as planned or with modification.

### IV. Controls

Employing a recognized occupational health and safety hierarchy of controls to contain health hazards is fundamental to protecting all participants – both those taking the courses and those offering them. These controls should be considered from first to last. Only if it is inappropriate to use a first level control should you move on to a lower tier control.

1. **Eliminate:** Do not offer in person training or education.
2. **Limit:** Limit the number of people permitted in the facility to those who are required to be there (i.e., exclude visitors and observers from training sessions).
3. **Physical Controls:** Isolate the hazards by implementing physical barriers between participants/educators.



4. **Administrative Controls:** Reduce the risks of transmission through policies, procedures, training, and education regarding prevention and control.
5. **Personal Protective Equipment (PPE):** This final control should only be utilized in conjunction with controls 2, 3, and/or 4 and cannot be used as a standalone mechanism to reduce the risk of infection. The CPA Division offering the education program should ensure that the educators and organizers have access to appropriate PPE for the services they will be offering and that the educators/organizers also have the appropriate training to select, use, maintain, and dispose of the PPE safely.

## V. Screening

Two types of screening should be occurring at all times: direct screening and self-screening.

### 1. Direct Screening:

- a. All course participants and educators should be screened over the phone for symptoms of COVID-19 before they can attend on-site for training. If the participant/educator screens positive over the phone, their training program shall be deferred and the individual will be referred for formal COVID-19 testing.
  - b. All course participants and educators should be screened on-site at the entrance of the training facility. The person conducting the screening shall be behind a plexiglass barrier. If such a barrier is not available, the person conducting the screening shall maintain a 2-metre distance from the participant and wear the appropriate PPE. The in-person screening can include temperature screens and symptom screens (note that privacy laws will impact permissible screening activity and may differ between jurisdictions). If the participant/educator screens positive in person, their training program shall be deferred and the individual will be referred for formal COVID-19 testing.
2. **Self-Screening:** Signage should be clearly posted throughout the facility, including at the entrance, requiring all participants to wear face covering masks (if participants do not have their own, single-use masks should be provided to them), wash their hands, and self identify to the in-person screening personnel if any symptoms are present. The signage should be available in both official languages and should include clear diagrams which will be understood by those people who are not fluent in English or French. In the event that the facility is located in a community with a predominant language other than English and French, efforts should be made to include signage in that/those language(s).



## VI. Training Facility

The Risk Assessment pertaining to Service should consider the location of the education session. Policies and procedures should address how to evaluate the suitability of the training facility, how to configure the facility, the timing of sessions based upon facility size and configuration, and the appropriate signage and equipment to be present within the facility.

## VII. Educator Illness

The organization should have an Isolation Protocol for educators who become ill. This protocol should address reporting procedures, isolation process, and deep-cleaning and decontamination protocols for affected areas.

## VIII. COVID-19 Contact

The CPA will designate one individual in each province to be the COVID-19 contact person (the COVID-19 Designate). This individual shall be informed of each positive screen, confirmed or expected contact with a COVID-19 positive individual, and COVID-19 positive test result within their province. The COVID-19 Designate will notify the appropriate government authorities and trigger the appropriate response. Each screener, educator, examiner, and assistant offering in-person training or testing through the CPA will be provided with the name and contact information of the COVID-19 Designate prior to starting the program. The Isolation Protocol should address the particulars of the COVID-19 Designate’s responsibilities.

Course Location	COVID-19 Designate – Name**	COVID-19 Designate – Coordinates
All Orthopaedic Division Activities in British Columbia	Kaely MacMillan	<a href="mailto:orthoexams@shaw.ca">orthoexams@shaw.ca</a>
All Orthopaedic Division Activities in Southern Alberta (SAOU)	Joanna Smith	<a href="mailto:smith.joanna@hotmail.com">smith.joanna@hotmail.com</a>
All Orthopaedic Division Activities in Northern Alberta (NAOU)	Filip Anastassov	780-999-7117 <a href="mailto:anastass@ualberta.ca">anastass@ualberta.ca</a>
All Orthopaedic Division Activities in Saskatchewan	Kendra Usunier	306-341-1404 <a href="mailto:kendra.usunier@usask.ca">kendra.usunier@usask.ca</a>
All Orthopaedic Division Activities in Manitoba	Shannon Larkins	204-770-9514 <a href="mailto:slarkins@mymts.ca">slarkins@mymts.ca</a>
All Orthopaedic Division Activities in Ontario (except Ottawa and London)	Natalie Greig	<a href="mailto:greignl@hotmail.com">greignl@hotmail.com</a>



All Orthopaedic Division Activities in Ottawa	Jason Kresic	<a href="mailto:jasonkresic@gmail.com">jasonkresic@gmail.com</a>
All Orthopaedic Division Activities in London	Laura Ritchie	<a href="mailto:wkdchkn@gmail.com">wkdchkn@gmail.com</a>
All Orthopaedic Division Activities in Quebec	Martin Gendron	514-272-6905 <a href="mailto:info@aqpmo.ca">info@aqpmo.ca</a>
All Orthopaedic Division Activities in New Brunswick	Jordan Gillis	506-381-8096 <a href="mailto:jordan@advanced-health.ca">jordan@advanced-health.ca</a>
All Orthopaedic Division Activities in Nova Scotia	Daniel Muise	<a href="mailto:nsorthosectioncourses@gmail.com">nsorthosectioncourses@gmail.com</a>
All Orthopaedic Division Activities in Newfoundland and Labrador	Kelsey Kent	709-660-9804 <a href="mailto:nlpodcr@gmail.com">nlpodcr@gmail.com</a>
All Sport Division Activities in Canada	Samantha Lee, Operations Manager, Sport Division	613-564-5454 ext. 236 <a href="mailto:slee@physiotherapy.ca">slee@physiotherapy.ca</a>
All Other Courses OR If a Provincial COVID-19 Designate Cannot be Reached	Vicky Constantineau, Sr. Manager, Meetings & Events, CPA	1 (613) 564-5454 ext. 201 <a href="mailto:vconstantineau@physiotherapy.ca">vconstantineau@physiotherapy.ca</a>

**\*\*All COVID-19 Designates within each course/province must, in turn, notify the CPA's National COVID-19 Designate:**

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