

Process for Changing Facility Categories

Movement from Category 3 to Category 1

- Must complete 20 consecutive days without further transmission of SARS
- Must complete an audit using the audit tool attached. Facility completes a self audit and then, using the same audit tool, an external audit is completed.
- Must submit category change form (attached) to SARS Operations Centre
- Must demonstrate active surveillance (e.g., acute care facilities have Active SARS Surveillance Program in place as per Acute Care Directive 03-10, June 16, 2003)

Twenty-Day Timeline

<i>Day</i>	<i>Key event</i>
Day 0	Date of last unprotected exposure
Day 15	Confer with MOHLTC Regional Office to establish external audit team. Team to include local Public Health Unit staff and external infectious disease specialist and Infection Control Practitioner.
Day 17	Advise SARS Operations Centre (SOC) of audit team members and time set for external audit. Exposure date verified. Facility to complete self-audit. Provide copy of self audit to external audit team.
Day 19	First possible date to hold external audit. Protocol for surveillance program to be reviewed/approved by audit team.
Day 20	Results of self and external audits and category change form submitted to SOC by 0930 hours. Reviewed at Executive Committee at 1100 hours to confirm decision re: movement to Category 1 status. Timing of resumption of services negotiated between facility and MOHLTC Regional team.

Movement from Category 2 to Category 1

- Must complete 10 consecutive days without transmission of SARS
- Must submit category change form to SARS Operations Centre

Ten-Day Timeline

<i>Day</i>	<i>Key event</i>
Day 0	Date of last unprotected exposure
Day 10	Eligible to submit category change form to move from a Category 2 to a Category 1. Exposure date verified. Timing of resumption of services negotiated between facility and MOHLTC Regional team.

Movement from Category 1 to Category 0

- Permitted when a facility no longer has a SARS patient(s) on site
- Must submit category change form to SARS Operations Centre
- Verified by SARS Operations Centre and decision provided the same day that the category change form is submitted.

Movement from Category 2 to Category 0 (for non-acute care facilities)

- Used in cases where non-acute care facilities have had unprotected exposure and the SARS patient(s) have been transferred to an appropriate acute care facility

Ten-Day Timeline

<i>Day</i>	<i>Key event</i>
Day 0	Date of last unprotected exposure
Day 10	Eligible to submit category change form to move from a Category 2 to a Category 0. Must submit in writing recommendation from both local health unit and facility ID specialist that it is prudent to move to a Category 0. Exposure date verified. Reviewed at Executive Committee at 1100 hours to confirm decision re: movement to a Category 0 status. Timing of resumption of services negotiated between facility and MOHLTC Regional team.