Sample Curriculum Outline:

Ebola Personal Protective Equipment Training for Hospitals

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Introduction

This Sample Curriculum Outline: Ebola Personal Protective Equipment (PPE) Training for Hospitals has been developed to support hospitals in training staff on the proper and safe use of PPE for Ebola virus disease (EVD). This curriculum may be accessed by trainers designated by hospitals to deliver applied training on the use of PPE, as outlined in the Chief Medical Officer of Health (CMOH) Directive for Hospitals. Also available are Personal Protection Principles Workshop and Simulation Sessions\(^1\), developed in partnership with Sunnybrook Health Sciences Centre and available to hospitals in the province.

Hospitals and health care workers (HCWs) are required to comply with applicable provisions of the Occupational Health and Safety Act and its Regulations.

Optional/Sample Materials:

This sample training curriculum is optional – hospitals that have developed their own materials and training strategies are not required to use these resources. These materials may be customized or adapted by organizations to address their specific needs and circumstances. Hospitals with existing training resources may wish to augment those materials with content from this curriculum (if desired), or continue to use their existing materials.

Target Audiences:

Trainers - The target audience to deliver this curriculum is trainers within hospitals, designated by their organization to deliver applied training on the use of PPE for staff within their organizations.

Trainees - The target audience to participate in this training are HCWs identified as being at risk for exposure to a suspect case, personal under investigation (PUI), or confirmed case and/or that patient’s environment (see the CMOH Directive for Hospitals for more information on the risk assessment process). This includes HCWs identified to act as a trained observer.

\(^1\) Please note: these are optional workshops, developed to provide supplementary support for organizations that would like to further develop their knowledge and skills. Additional information and registration instructions are available at www.sunnybrook.ca/ebolapreparedness
Sample Learning Goals and Objectives

Learning Goal(s):

To ensure that HCWs at risk of exposure to EVD:

• understand how to select appropriate PPE based on the results of a point of care risk assessment
• understand the correct use and limitations of PPE
• and demonstrate proficiency in the safe donning, doffing and disposal of PPE.

Learning Objective(s):

The table below outlines sample learning objectives. This material may be used and/or adapted by organizations based on individual needs and circumstances.

2 Note: The Occupational Health and Safety Act and its regulations requires the employer to establish measures and procedures for the use, wearing and care of PPE. Supervisors and workers are required to use or wear the PPE that the employer requires them to use or wear.
<table>
<thead>
<tr>
<th>Module</th>
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<th>Sample Topics to Cover</th>
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</table>
| Module 1: Hospital EVD Preparedness | • Explain the symptoms and mode of transmission of EVD  
• Explain the use of routine practices and additional precautions (RPAP)  
• Describe key, EVD-related components of the hospital’s emergency preparedness and response plan  
• Describe the hospital’s control measures and procedures to manage a suspect case, person under investigation (PUI) or confirmed case of EVD  
• Explain how to conduct a point of care risk assessment  
• Explain key concepts associated with the Internal Responsibility System and Occupational Health and Safety Act duties and responsibilities related to EVD | • EVD symptoms and mode of transmission  
• Hierarchy of controls (engineering, administrative and PPE)  
• RPAP  
• Key EVD-related components of the hospital’s emergency preparedness and response plan  
• The hospital’s control measures and procedures to manage a suspect case, PUI or confirmed case  
• Process to conduct a point of care risk assessment  
• Internal Responsibility System key concepts (e.g., employer/supervisor/worker duties and responsibilities, raising issues to the employer/supervisor, Joint Health and Safety Committee/Health and Safety Representative) | • Individual hospital’s EVD plans and procedures  
• CMOH Directive for Hospitals  
• Ministry of Labour Internal Responsibility System Fact Sheet  
• Occupational Health & Safety Act Section 21 Committee Guidance Note- Application of Hazard Control Principle, Including the Precautionary Principle to infectious diseases  
• CSA Z94.4- Selection, Use and Care of Respirators  
• Public Health Ontario (PHO) core competencies training program  
• PHO hand hygiene videos  
• Provincial infectious Diseases Advisory Committee (PIDAC) RPAP Best practices document  
• Occupational Health and Safety Act  
• Healthcare and Residential Facilities Regulation  
• Ebola Personal Protection Principles Workshops and Simulation Sessions |
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| **Module 2: PPE Overview and Principles** | • Explain the process for staff to select the appropriate EVD PPE, based on the point of care risk assessment, including adjustments for any engineering or administrative protocols in place.  
  • Identify the types of PPE used within the hospital, including:  
    o For screening/triage (as applicable to audience)  
    o For suspect cases, PUIs or confirmed cases (as applicable to audience)  
    o For aerosol-generating procedures (AGPs) (as applicable to audience)  
  • Identify the purpose and importance of each PPE piece, including strengths, limitations and how it protects the worker  
  • Explain the process for verifying proper fit and for inspection of PPE for damage or deterioration to verify integrity  
  • Identify and explain best practices and principles for the safe and effective use of PPE (e.g. ‘clean-touch-clean’, personal hygiene, etc.) | • PPE selection process based on point of care risk assessment and other factors (e.g., PPE in use at the organization)  
• Types of PPE used within hospital and circumstances of use  
• Purpose and importance of each piece of PPE  
• Strengths, limitations of each piece of PPE  
• How to verify fit of PPE  
• How to inspect for PPE damage or deterioration  
• Best practices and principles for safe and effective use of PPE | • Individual hospital’s EVD plans and procedures  
• Actual PPE to be used on hand  
• [Provincial infectious Diseases Advisory Committee (PIDAC) RPAP Best practices document](https://example.com) and [core competencies training program](https://example.com)  
• [Occupational Health and Safety Act (OHSA)](https://example.com)  
• [Healthcare and Residential Facilities Regulation](https://example.com)  
• [CSA Z94.4 – Selection, Use and Care of Respirators](https://example.com)  
• [Ebola Personal Protection Principles Workshops and Simulation Sessions](https://example.com) |
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| Module 3: PPE Hands-On Donning, Doffing and Disposal | • Explain the steps involved in donning and doffing PPE  
• Demonstrate competency\(^3\) in donning and doffing PPE under the observation of a competent trainer\(^4\):  
  o For screening/triage (as applicable to audience)  
  o For suspect cases, PUIs, or confirmed cases (as applicable to audience)  
  o For AGPs (as applicable to audience)  
• Describe the process for the safe and appropriate disposal of PPE after use | • PPE donning/doffing steps:  
  o Video or demo with explanation of PPE steps  
  o Demo with learner explaining of PPE steps  
  o Learner practices steps  
  o Skill performed independently and observed  
• Testing of learner competency in donning and doffing of PPE with checklist (with sign-off by a competent trainer)  
• Process for disposal of PPE | • [Sample PPE checklists for Hospitals](#)  
• [OR](#) individual hospital’s existing PPE checklists  
• Donning and doffing videos (if used) for the various PPE and scenarios  
• PPE required on hand for donning/doffing demonstration and practice  
• PPE manufacturer’s instructions  
• [Ebola Personal Protection Principles Workshops and Simulation Sessions](#) |
| Module 4: Scenarios | • Identify potential PPE issues/scenarios and corresponding appropriate actions (e.g. infection prevention & control breach, hydration, washroom break, etc.) | • Frequent issues and/or scenarios that may arise and how to deal with them | • Individual hospital’s EVD plans and procedures  
• [Ebola Personal Protection Principles Workshops and Simulation Sessions](#) |

\(^3\) [Sample PPE donning and doffing checklists](#) are available via [Public Services Health & Safety Association](#). These sample checklists may be adapted by hospitals (while maintaining consistency with PPE recommendations in the Chief Medical Officer of Health Directive for Hospitals) to meet their needs. Hospitals may also choose to use their own checklists.  

\(^4\) Note: it is essential this module be led by a competent trainer (e.g., designated by their organization and qualified because of their knowledge, training and experience to deliver appropriate-level of training)
### Module 5: Observer

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<tr>
<td>For all trainees:</td>
<td>Define the key tasks of the trained observer position in the PPE donning and doffing sequences for staff members.</td>
<td>Key tasks of the trained observer position</td>
<td>Individual hospital’s EVD plans and procedures</td>
</tr>
<tr>
<td>For those identified to perform the trained observer position:</td>
<td>• Describe and correctly don and doff the observer PPE</td>
<td>• Observer PPE</td>
<td>Hand Hygiene - skin care resources from PHO</td>
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<td></td>
<td>• Describe key best practices to look for when observing donning and doffing of PPE</td>
<td>• Best practices to look for and errors to correct, including: assessing staff for skin integrity or other issues; proper sizing; integrity of PPE; skin or hair exposure; clean vs. dirty; etc.</td>
<td>PPE required for applied training on the use of PPE (hands-on practice)</td>
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<td></td>
<td>• Explain how to provide direction and guidance to HCWs to correct issues (e.g. breach of sequence) and reinforce recommended practices</td>
<td>• Methods to communicate direction and guidance</td>
<td>Sample PPE checklists for Hospitals OR individual hospital’s existing PPE checklists</td>
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<td>• Describe how to effectively respond to specific situations/scenarios that may arise</td>
<td>• Dealing with specific situations/scenarios (e.g., ‘observer’ assist, unanticipated departure from routine sequencing, breach of PPE, support for care-givers providing in-room care, etc.).</td>
<td>Ebola Personal Protection Principles Workshops and Simulation Sessions</td>
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<td>• Describe general best practices for the observer position</td>
<td>• Observer best practices (e.g. reinforcing calmness and a slow and deliberate approach).</td>
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Administration and Logistics

Delivery Method

The curriculum is delivered via in-person applied training sessions facilitated by competent trainers designated by individual hospitals. Some materials (excluding the PPE hands-on module) may be delivered in alternate formats at the discretion of individual organizations.

Training Duration

Instructors may determine the duration of training, based on the circumstances of each organization. Training may be delivered in a single session, or broken into multiple modules delivered at different times.

Course Registration

Registration is managed locally by designated trainers at individual facilities.

Testing and Documentation

Testing and documentation requirements for HCWs identified as requiring proficiency in the use of PPE are set out in the CMOH Directive for Hospitals, including testing by a competent trainer using a step-by-step checklist to assess, verify and document HCW competency in donning and doffing of PPE. As described above, a sample checklist is available on the training section of the Ministry’s Ebola webpage. Hospitals may also choose to use their own checklists. Test results should be documented to verify competency and may also be used to identify areas for follow-up training.