



Frequently Asked Questions: STOPCOVID Project

General Project Information

- [What is the point of this study?](#)
- [What are these surveys going to ask me?](#)
- [What does my “participation” in this study mean?](#)
- [Can I participate if I’m not clinical staff?](#)
- [Can I participate if I’m working offsite?](#)
- [Who is leading this project?](#)
- [How do I contact someone on the STOPCOVID project team?](#)

Access to Data

- [I’m concerned that this information might be communicated back to my manager, director, or team lead and might influence my employment.](#)
- [Who will have access to my data?](#)
- [If this is a confidential survey, why do you need my name and email address?](#)
- [How are you getting information about my exposure?](#)

Questions about Project Surveys

- [How do I access the survey link if I’m working from a nursing station?](#)
- [What if I can’t complete my Day 1 Survey in one sitting?](#)
- [I lost / can’t find my survey return code - what do I do?](#)
- [Do I need to complete my Symptom Diary entries on weekends?](#)

Other

- [I have been notified that I may have been exposed to a probable/confirmed case. What should I do now?](#)



- [Will Public Health be contacting me about this?](#)



What is the point of this study?

The COVID-19 pandemic has created a lot of fear and stress throughout the world, especially in healthcare facilities. As a result, it is important for us to have a process for the identification, tracking, and response to the COVID-19 pandemic that is data-driven, coordinated, and systematic. The #STOPCOVID study aims to do just that.

By actively tracking self-reported information, we will be able to identify and monitor staff exposures to cases of COVID-19 more accurately, contributing to the greater health and well-being of everyone. This information will be valuable in real-time to support decisions and actions made by Waypoint in order to improve our pandemic response; ultimately protecting staff, patients, contractors, and visitors.

Participation in this study will also allow for an improved response to any potential pandemic events in the future at Waypoint.

What are these surveys going to ask me?

We will ask you about your experiences at Waypoint during the COVID-19 pandemic. There will be questions about your IPAC training, availability of PPE, hand hygiene practices, and communications regarding the pandemic (internal and external). If necessary, we will also be asking you questions about your exposure to COVID-19 case, if it comes to that.

What does “my participation” in the study mean?

For participants not exposed to a probable or confirmed COVID-19 case, you will only be asked to complete one short (~15 minute) survey. For participants exposed to a probable or confirmed COVID-19 case, you will be asked to complete 3 short surveys (~15 minutes each) and a daily symptoms diary for 3 weeks (~5 minutes each day). Your participation in this study will not increase your chance of exposure to COVID-19 infection. Furthermore, by consenting to participate in this study, your regular work or redeployment will not be changed.



Can I participate if I'm not clinical staff?

Everyone working at Waypoint, regardless of your role, is strongly encouraged to participate in this study. You can get started by filling out the consent form and initial survey at the following link: <https://redcap.link/STOPCOVID>. You will also have received an e-mail from the project team on Wednesday, April 15th, 2020 providing you with information on the study and a link to the consent form and initial survey.

Can I participate if I'm working offsite?

Yes - the [study link](#) is available via any internet connection. It can be accessed on multiple devices and through multiple internet browsers. And the baseline survey is relevant, regardless of where you're located.

Who is leading this study?

Dr. Kathleen (Kat) Askland is the lead on this study. Dr. Askland is a psychiatrist at Outpatients (and a Research Psychiatrist) and has been with Waypoint for just over 5 years. Though her current work focuses exclusively on psychiatry, she does have some past experience and expertise that is very relevant to the current situation. From 2000-2002, she served as an Epidemic Intelligence Service (EIS) officer with the U.S. Centers for Disease Control and Prevention (CDC). During this time, she was involved in investigating and responding to several infectious disease outbreaks and other public health crises within the U.S. Additionally, she was one of a small group of EIS officers deployed to New York City in the immediate aftermath of the 9/11 disaster to set up an emergency bioterrorism surveillance system for early detection of potential bioterrorist activity within the New York City hospital system.

How do I contact someone on the STOPCOVID project team?

We'd be happy to answer any questions you have! Please reach out to us via stopcovid@waypointcentre.ca or by calling 705-549-3181 ext. 5000



I'm concerned that this information will be communicated back to my manager, director, or team lead and might influence my employment.

Any information you choose to provide the study team will be kept confidential. Your data will not be shared with your employer or supervisors except in an **aggregated** and **de-identified** form. The only people who would have access to identifiable data are those listed on the approved Research Ethics Board (REB) application (see next question).

Aggregated: A summary or grouping of data.

De-identified: The process used to prevent someone's personal identity from being revealed.

If this is a confidential survey, why do you need my name and email address?

The research team takes your privacy and security very seriously! A major part of the standard research ethics process is that anyone involved in a research study should have the ability to consent before participating. For this study, we need your name and contact information so that - if during the course of the pandemic - you are exposed to COVID-19, we know that we can contact you for follow-up, and the best way we can reach you. You don't need to use your Waypoint email address: you can provide whatever contact information you prefer (email, phone). If you have research ethics questions, we encourage you to reach out to Waypoint's Research Ethics Board Co-Chair, Glenn Robitaille.

Who will have access to my data?

This is a Research Ethics Board (REB)-approved study (HPRA #20.04.09). As a result, only members of the study team listed on the consent form and approved REB protocol will have access to your data.

Your participation in this phase of the study is strictly confidential, only the study team will have access to your data, and none of it will be shared at an individual level with anyone at Waypoint outside the study team. We will use the data collected by all participants in a summarized report to improve processes in real-time.



How do I access the survey link if I'm working from a nursing station?

Even with limited Internet access, all nursing station/care desk computers can access the survey. If you are having trouble, try opening the link in Google Chrome instead of Internet Explorer. If that doesn't resolve the issue, please contact the study team (contact information below).

How are you getting information about my exposure?

We are collecting exposure information from a variety of secure sources. This includes information about shifts and schedules to determine staff who may have been present in a location of the hospital where a probable or confirmed case would have been located. Our plan is to reach out to each staff member who was working in the area/time when the probable or confirmed case was also present.

Please see flowchart at the end of this document for a visual explanation of the flow of information.

What if I can't complete my Day 1 Survey in one sitting?

We strongly encourage you to set aside approximately 20 minutes to fully complete the Day 1 survey. However, if for any reason you are unable to finish completing the survey in one sitting, please complete the following:

1. Scroll down to the bottom of the page and click "**Save and Return**".
2. You will be provided with a **unique code** to use when you return to the survey. **Please save this code by copying it down.**
3. When you eventually return to complete the survey (via the survey link that was emailed to you), you will see a "**Returning?**" button at the top, right-hand corner of the webpage. Please click this button.
4. You will now be prompted to enter your unique code. Once entered, it should bring you back to where you left-off previously.

Please note, if you simply exit out of the window, your responses will not be saved and you will be asked to start again.



I lost / can't find my Day 1 Survey return code - what do I do?

Please contact the STOPCOVID team for further help via stopcovid@waypointcentre.ca

I am now in the process of completing my Daily Symptom Diary. Do I need to fill out my diary on weekends?

Yes, we ask that you fill out your daily entries on weekdays and weekends, as COVID-19 symptoms can appear at any time. All of our survey links are accessible via any internet connection, even when you are off-site. As a reminder, a daily diary entry should be created **once a day** for at least 21 days.

I have been notified that I may have been exposed to a probable/confirmed case. What should I do now?

If you have any questions about your potential exposure and what should be your next steps, contact Occupational Health (contact information available at the end of this document).

Will Public Health be contacting me about all this?

If you have a high risk exposure, you will likely be contacted by Public Health, however, the study team is not privy to the information you provide to Public Health Authorities. Public Health also collects this information for different reasons and our data collection is to enhance Waypoint's response to the pandemic.

Contact Information:

#STOPCOVID Project Team
Email: stopcovid@waypointcentre.ca
Phone: 705-549-3181 x 5000
Occupational Health
E-mail: scrozier@waypointcentre.ca
Phone: 705-549-3181 x 2571
Infection Prevention and Control (IPAC)
E-mail: InfectionControl@waypointcentre.ca



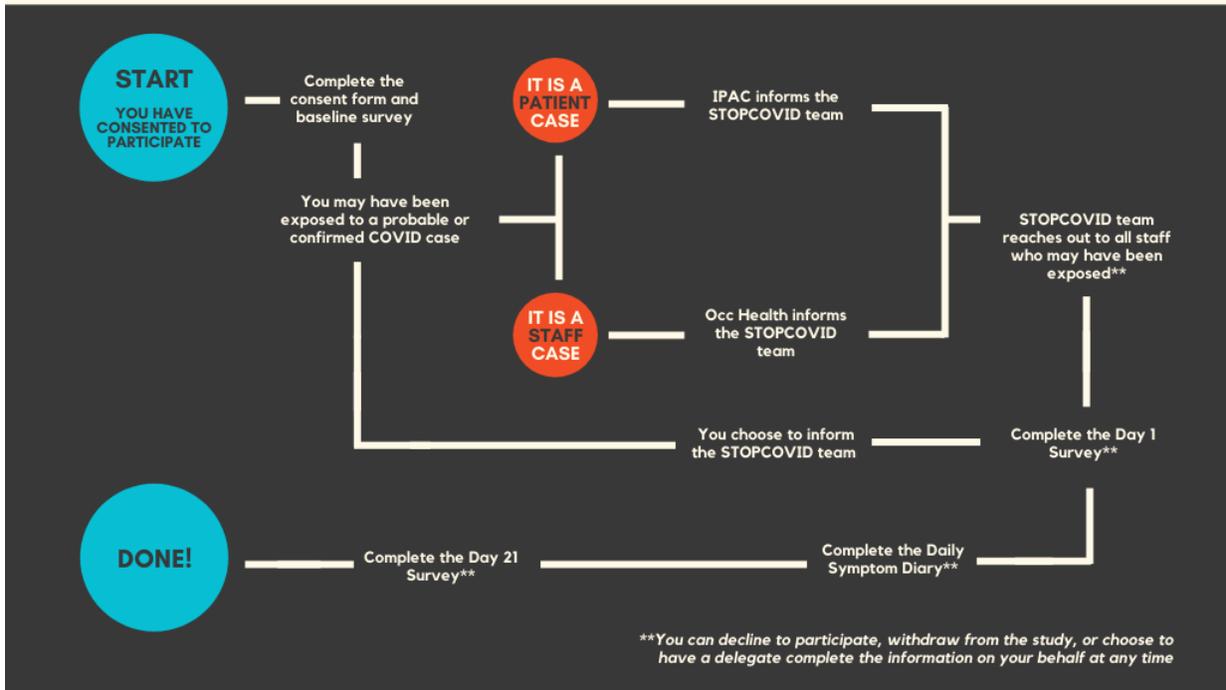
#STOPCOVID
Project

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STOPCOVID PROJECT

PROCESS FLOW CHART FOR STAFF WHO CONSENT TO PARTICIPATE





STOPCOVID PROJECT

CONTACT INFORMATION



Principal Investigator:
Project Coordinator:
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Team Email:
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Visit the **STOPCOVID** page on PenNIE to see FAQs, read the consent form, sign up to participate, and see real time data reports!