

Ministry of The Attorney General
Courts Administration
Regional Municipality of Durham
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Ministère de la Procureure générale
Administration des tribunaux
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TO: Justice Participants of the Lt. Col. Samuel S. Sharpe D.S.O. MP Courthouse

(Note: Please share this memo with relevant staff, justice participants and stakeholders)

FROM: Rebekah McNeill, Manager of Court Operations

DATE: June 1, 2021

RE: **Provisional notification of a probable/confirmed positive COVID-19 case at the Lt. Col. Samuel S. Sharpe D.S.O. MP Courthouse**

I am writing to inform you that today the ministry was contacted regarding a confirmed positive COVID-19 case at the Lt. Col. Samuel S. Sharpe D.S.O. MP Courthouse, 150 Bond St. East.

We are providing this provisional notification before a memorandum can be prepared and distributed to ensure justice participants can take any precautionary steps you deem necessary.

The ministry is now actively working to collect all the relevant information to finalize a memorandum, including:

- obtaining details from affected person through the Preliminary Workplace Exposure Risk Assessment (PWERA)
- engaging with the Public Health Unit about the specific circumstances of this case
- actioning any recommendations.

Further details will be provided to you in the finalized memorandum when the specific circumstances about this matter case are confirmed.

Anyone identified as a potential high-risk exposure will be contacted as soon as possible. If you are deemed a potential or confirmed high-risk exposure, either by way of the preliminary workplace exposure risk assessment process or through the contact tracing process undertaken by Public Health, you will be notified and provided with instructions.

If you are not contacted, then you are at low-risk of having been exposed to COVID-19 in this case. Low-risk exposures should continue to self-monitor for symptoms compatible with COVID-19. If you begin to experience symptoms compatible with COVID-19, you should self-

isolate and consult with your health care provider. You may also wish to take the Ministry of Health on-line [self-assessment](#) for further information.

I would like to take this time to remind you of our infection control protocols in place at the courthouse, including physical distancing and wearing a source control face covering. I urge you to continue to be proactive at all times in following the precautions in place in the building. When followed, the suite of overlapping preventative measures within our courthouse are robust and effective at mitigating the risk of COVID-19 transmission.

Thank you,

Rebekah

Rebekah McNeill,
Manager of Court Operations