

## **Resources & Guidelines for Self-isolating Incoming Faculty**

**\*ACTION REQUIRED BY INCOMING FACULTY MEMBERS: PLEASE READ\***

**This is Version Seven, January 7, 2021. New content is underlined.**

The Government of Canada has put in place an Emergency Order under the *Quarantine Act*. **This requires any person entering Canada by air, sea or land to self-isolate for 14 days whether or not they have symptoms of COVID-19.** More information can be found [here](#).

### **NEW COVID-19 TEST REQUIREMENT FOR ENTRY INTO CANADA BY AIR**

The Government of Canada has [announced](#) on December 31<sup>st</sup> a new pre-departure testing requirement and [issued](#) a new interim travel order on January 6<sup>th</sup> that, **effective January 7, 2021 at 12:00am EST:**

- All air travellers five years of age or older, regardless of citizenship, entering Canada from an international destination are required to provide, prior to boarding a flight, a negative COVID-19 PCR, NAT/NAAT or LAMP test.
- The test must be taken within 72 hours of departure from your flight to Canada.
- If your flight to Canada departs before 00:01 EST on January 14, 2021, from one of the following countries, you are able to present a negative COVID-19 PCR, NAT/NAAT or LAMP test result within **96 hours** of departure:
  - Antigua and Barbuda, Aruba, Bahamas, Barbados, Bermuda, Bonaire, Brazil, Colombia, Costa Rica, Cuba, Curaçao, Dominican Republic, El Salvador, Ethiopia, Guadeloupe, Guyana, Jamaica, Martinique, Mexico, Panama, Saba, Saint Lucia, Saint Martin and Sint Maarten, Sint Eustatius, Saint Vincent and Grenadines, Trinidad and Tobago, Turks and Caicos
- If your flight to Canada departs from one of the recognized countries identified by the Government of Canada as a country where PCR testing is deemed unavailable, you may still travel; however, upon landing in Canada, you will be required to quarantine for 14 days in a Public Health Agency of Canada quarantine location:
  - Travellers departing from Saint Pierre et Miquelon are exempt from the requirement to show proof of a negative COVID-19 test until January 14, and travellers departing from Haiti, until January 21, 2021.
- Even with a negative COVID-19 PCR test all travellers entering Canada will still have to complete a mandatory 14-day quarantine.
- There has been no announcement yet indicating that any testing will be required for land travel.

For the Canadian Government's information on testing entities abroad:

1. Visit <https://travel.gc.ca/travelling/advisories>
2. Select a country

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3. Click the “Health” tab
4. Scroll down to “Medical services and facilities”
5. Click on “Local COVID-19 testing facilities”

Please note that these directives/details are subject to change. We recommend you visit [travel.gc.ca](https://travel.gc.ca) for official updates from the Government of Canada. They have also published a list of [frequently asked questions](#) about the new testing requirement.

**ARRIVECAN APP:** Canada Border Services Agency has launched the ArriveCAN mobile app. As part of Canada's efforts to reduce the spread of COVID-19 and prevent importation, all travellers are required to provide contact and quarantine information upon and after entry into Canada.

As of November 21, 2020, travellers to Canada will be required to submit information digitally.

## Steps to take \*before\* entering Canada

**Requirements** for travellers before entering Canada by air:

As of January 7<sup>th</sup>, 2021, all air travelers flying to Canada will be required to provide a negative COVID-19 PCR test issued within 72 hours of travel prior to boarding a flight.

As of November 21, 2020, if you're flying to Canada as your final destination, you must use ArriveCAN to submit your:

- travel and contact information
- quarantine plan (unless exempted under conditions set out in the [mandatory isolation order](#))
- COVID-19 symptom self-assessments

You **must**:

- submit your information before you board your flight to Canada
- be ready to show your **ArriveCAN** receipt when seeking entry into Canada
  - a border services officer will verify that you have submitted your information digitally

If you don't submit your information through **ArriveCAN**, you may:

- face additional delays at the border for public health questioning
- be subject to enforcement action, which can range from verbal warnings to \$1,000 fines

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## **Recommendations for travellers before entering Canada by land or sea**

If you're travelling to Canada by land or sea, you're strongly encouraged to submit your travel information through **ArriveCAN**. This will speed up processing at the border and limit points of contact.

Show your **ArriveCAN** receipt to the border services officer.

## **Steps to take \*after\* entering Canada**

### **Requirements for all travellers after they've entered Canada:**

As of November 21, 2020, **all travellers**, whether they travel by air, land or sea, must provide information after their entry into Canada.

**You must use ArriveCAN or call 1-833-641-0343 to:**

- confirm that you've arrived at the address you provided for your quarantine or isolation location within 48 hours of your entry into Canada
- complete daily COVID-19 symptom self-assessments during your quarantine period

You must have a plan for how you will self-isolate for 14 days after arrival to Canada and how you will obtain medical care if you become sick. While in self-isolation you will be unable to leave your accommodation for any purpose except to seek medical attention.

When you arrive in Canada you will be asked if you have a self-isolation plan. If prompted you should be able to provide information on the following: accommodation in Canada, transportation to accommodation, arrangements for food and medication, if applicable. More information on options available can be found below.

Your compliance with the emergency order will be subject to monitoring, verification and enforcement. Violating any instructions provided to you when you entered Canada is an offence under the Quarantine Act and could lead to up to 6 months in prison and/or \$750,000 in fines. If you do not have a plan on how to self-isolate, including how to get groceries and other essential services, you should delay your travel plans.

UBC is also required by Employment and Social Development Canada (ESDC) to retain certain information about your travel to Canada and self-isolation plan. To comply with ESDC's Special Compliance Requirements, we have outlined steps below that must be followed by all faculty members travelling to Canada. These steps will allow UBC to be in a better position to respond to any potential requests from ESDC for information that might have short turnaround times.

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**All faculty members must keep in close contact with their departments to ensure that they are providing regular updates on the following:**

- The status of their application for a Work Permit
- Any travel arrangements that have been made or that you are intending to make
- If you have been authorized to travel, your intended arrival date in Canada, your travel progress, your isolation plan, etc.

Travellers with the following documents will have the best chance of being allowed to board a plane and enter Canada on arrival:

<b>Document:</b>	<b>Provided by:</b>
Valid work permit approval letter	IRCC from an approved work permit application
Letter from UBC outlining current government orders and guidelines applicable for entry into Canada	Can be requested from <a href="mailto:immigration.help@ubc.ca">immigration.help@ubc.ca</a>
Employer support letter explaining the urgent and essential nature of the job in Canada	The Dean of respective faculty
14-day self-isolation plan	Created by the faculty member
Signed job offer	By the department

**We are asking all incoming faculty members to follow these steps to assist with the tracking of all incoming faculty members:**

1. Once confirmed, send all travel arrangements (itinerary, method of travel, accommodation) to your department administrator, in advance.
2. Once in Canada, please send another email to your department administrator confirming your arrival, providing a copy of your work permit and details of your accommodation for the mandatory self-isolation period of 14 days.

**Relocation of Personal effects:**

It is important to note for incoming faculty that if they have their personal effects being transported by a moving company, their personal effects will not be cleared by the Canadian Border Services Agency (CBSA) until the 14-day self-isolation period is completed, understanding that upon entering Canada, people must go directly to their place of self-isolation. Those people that are granted entry to Canada are legally required to clear their goods personally by showing their work permit and other identification such as their passport. It is recommended that coordination of temporary accommodation be arranged, (several options have been listed on the resource sheets provided). Once they have finished their mandatory self-isolation period they can proceed to release their goods from the CBSA (where applicable) and move into their new home.

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# CORONAVIRUS DISEASE (COVID-19)

You may have come in contact with the virus that causes COVID-19

## MANDATORY QUARANTINE

The Government of Canada has put in place emergency measures to slow the introduction and spread of COVID-19 in Canada. You **MUST QUARANTINE for 14 days and monitor yourself for symptoms** subject to the *Minimizing the Risk of Exposure to COVID-19 in Canada Order (Mandatory Isolation) No. 2*.

Your compliance with this Order is subject to monitoring, verification and enforcement. Those in violation may face detention in a quarantine facility as well as fines and/or imprisonment.

### YOU MUST QUARANTINE WITHOUT DELAY

- ▶ **Go directly to your place of quarantine** without delay and stay there for 14 days from the date you arrived in Canada, or longer if you develop signs and symptoms of COVID-19, or have been exposed to another person subject to the Order who has signs and symptoms of COVID-19.
- ▶ **Do not quarantine** in a place where you have contact with **vulnerable individuals**, including those who have an underlying medical condition, compromised immune system from a medical condition or treatment, or are 65 years of age or older.
- ▶ Ensure you have a **suitable place of quarantine** that has the necessities of life.
- ▶ Ensure you **wear an appropriate mask or face covering**, especially while in transit.
- ▶ **Practise physical distancing** at all times.
- ▶ **Use private transportation** such as a private vehicle if possible.
- ▶ **Do not make any unnecessary stops** on your way to your place of quarantine.
- ▶ **Avoid contact with others** while in transit:
  - Remain in the vehicle as much as possible;
  - Avoid staying at a hotel;
  - If you need gas, pay at the pump;
  - If you need food, use a drive through;
  - If you need to use a rest area, put on your mask and be mindful of physical distancing and good hygiene practices.

### YOU MUST MONITOR YOUR HEALTH FOR 14 DAYS

FEVER



COUGH



DIFFICULTY  
BREATHING



If you start having symptoms of COVID-19 (cough, shortness of breath, or fever equal to or greater than 38°C, or signs of fever e.g. shivering, flushed skin, excessive sweating):

- ▶ Isolate yourself from others.
- ▶ Immediately call the public health authority and describe your symptoms and travel history, and follow their instructions.



Public Health  
Agency of Canada

Agence de la santé  
publique du Canada

Canada

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## WHILE IN QUARANTINE

### It is important that you:

- ▶ **Wash your hands often** with soap and warm water for at least 20 seconds, or use an alcohol-based hand sanitizer if soap and water are not available.
- ▶ **Avoid touching your face.**
- ▶ **Cover your mouth and nose** with your arm when coughing or sneezing.
- ▶ **Limit contact with others** within the place of quarantine, including children and those who have not travelled nor been exposed to the virus.

### You MUST:

- ▶ **Stay at your place of quarantine.**
- ▶ **Not leave** your place of quarantine unless it is to seek medical attention.
- ▶ **Not use public transportation** (e.g. buses, taxis).
- ▶ **Not have visitors.**
- ▶ **Not go to school, work or any other public areas.**
- ▶ **Arrange for the necessities of life** (e.g. food, medications, cleaning supplies) to be delivered to your place of quarantine.

Follow the instructions provided and online:

[www.canada.ca/en/public-health/services/publications/diseases-conditions/coronavirus-disease-covid-19-how-to-self-isolate-home-exposed-no-symptoms.html](http://www.canada.ca/en/public-health/services/publications/diseases-conditions/coronavirus-disease-covid-19-how-to-self-isolate-home-exposed-no-symptoms.html)

## PUBLIC HEALTH AUTHORITIES

PROVINCES AND TERRITORIES	TELEPHONE NUMBER	WEBSITE
British Columbia	811	<a href="http://www.bccdc.ca/covid19">www.bccdc.ca/covid19</a>
Alberta	811	<a href="http://www.myhealth.alberta.ca">www.myhealth.alberta.ca</a>
Saskatchewan	811	<a href="http://www.saskhealthauthority.ca">www.saskhealthauthority.ca</a>
Manitoba	1-888-315-9257	<a href="http://www.manitoba.ca/covid19">www.manitoba.ca/covid19</a>
Ontario	1-866-797-0000	<a href="http://www.ontario.ca/coronavirus">www.ontario.ca/coronavirus</a>
Quebec	1-877-644-4545	<a href="http://www.quebec.ca/en/coronavirus">www.quebec.ca/en/coronavirus</a>
New Brunswick	811	<a href="http://www.gnb.ca/publichealth">www.gnb.ca/publichealth</a>
Nova Scotia	811	<a href="http://www.nshealth.ca/public-health">www.nshealth.ca/public-health</a>
Prince Edward Island	811	<a href="http://www.princeedwardisland.ca/covid19">www.princeedwardisland.ca/covid19</a>
Newfoundland and Labrador	811 or 1-888-709-2929	<a href="http://www.gov.nl.ca/covid-19">www.gov.nl.ca/covid-19</a>
Nunavut	1-867-975-5772	<a href="http://www.gov.nu.ca/health">www.gov.nu.ca/health</a>
Northwest Territories	811	<a href="http://www.hss.gov.nt.ca">www.hss.gov.nt.ca</a>
Yukon	811	<a href="http://www.yukon.ca/covid-19">www.yukon.ca/covid-19</a>

## FOR MORE INFORMATION:



1-833-784-4397



[canada.ca/coronavirus](https://canada.ca/coronavirus)

ID 04-ZS-01 / DATE 2020.04.28

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## **ADDITIONAL RESOURCES**

- **SERVICE BC** can assist incoming travellers with a self-isolation plan. **The BC Government is asking that all incoming travellers declare their journey details and their plan for self-isolation** - please visit <https://travelscreening.gov.bc.ca/>

**Need Assistance?**

Need help with your self isolation plan? Talk to a Service BC agent

Child Care  
Travel restrictions  
Business and funding support

Service is available 7:30am to 8pm Pacific Time

International

**1-604-412-0957**

Within Canada

Text 1-604-630-0300

Call 1-888-COVID19

(1-888-268-4319)

Standard message and data rates may apply.

- **MEDICAL COVERAGE:** The Province of BC website has many useful links, including information about BC's Medical Services Plan: [COVID-19 Provincial Support & Information](https://www2.gov.bc.ca/gov/content/health/diseases/communicable/covid-19/covid-19-provincial-support-information). When moving to BC, there is a coverage wait period consisting of the balance of the month in which residence in British Columbia is established, plus two months before benefits can begin. New or returning residents arriving from outside Canada should contact a private insurance company for coverage during this period. UBC has two vendors that you can apply for temporary emergency healthcare with, either through David Cummings Insurance or Sun Life Assurance, Impatriate Plan. Link: <https://hr.ubc.ca/benefits/benefit-plan-details/bc-medical-services-plan/insurance-during-msp-waiting-period>
- **CONCIERGE SERVICES TO HELP WITH TASKS WHILE QUARANTINED:** [Modern Life Management](https://www.modernlifemanagement.com) is a personal concierge service which can assist you with various tasks such as picking up groceries or prescriptions, setting up utilities in your new home, etc. Contact Ashley van Strien at [contact@modernlifemanagement.com](mailto:contact@modernlifemanagement.com) or 604-649-7017 for rates or booking.

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- **ACCOMMODATION (updated November, 2020)**

[Westin Wall Centre, Vancouver Airport](#)

Self-isolation rate: \$129 per night (traditional guest room, 1 king bed or 2 double bed, depending on availability). No Cooking Facilities in rooms, has room service, mini fridge and coffee and tea. Travellers need to sign an agreement not to leave the room for the duration of their isolation.

[Radisson Hotel, Vancouver Airport](#)

Self-isolation rate: \$158 per night (1 King bed or 2 queen bedroom). Accepting travelers as long as they have no symptoms. Mini fridge, coffee and tea.

[UBC Conferences and Accommodations:](#)

Able to provide accommodation for incoming faculty who need to self-isolate. Average nightly fee of \$69 + tax for a 14-day stay, fully equipped kitchens, linen provided. A meal plan is also offered for an additional \$45/day (optional). Contact: Jennifer Lemche – [jen.lemche@ubc.ca](mailto:jen.lemche@ubc.ca) or for booking and more information: <https://suitesatubc.com/>

[Exchange Hotel](#)

Rate: \$1,550 monthly or \$600 weekly. Single King, Queen or Two-Queen Bedrooms; All suites have pull out sofa and a bathtub. Pet friendly. Mini fridge, coffee and tea.

[Le soleil](#)

Self-isolation rate: \$1410 for 2 weeks. 1-bedroom executive suite with 1 queen bed. No kitchen. Pet friendly.

[Sandman Suites – Davie Street](#)

Rate: \$110 per night (Queen suite with sofa, kitchen with fridge/freezer, microwave, cooktop oven), \$130 per night (king suite with sofa, kitchen with fridge/freezer, microwave, cooktop oven)

[Georgian Court Hotel](#)

Rate: 160 per night. 1 king bed or 2 queen bed. Mini fridge and tea and coffee.

[Sheraton Vancouver Wall Centre](#)

Rate: \$165 (1 king bed, traditional guest room), \$181 (1 king, deluxe guest room), \$181 (2 double beds, deluxe guest), \$195 (1 king, large room). No Cooking Facilities in rooms, has room service, mini fridge and coffee and tea. Offers 14-day quarantine package. Call to inquire.

[Century Plaza](#)

Self-isolation rate: Studio Rooms - 97.00 per night, one-bedroom suite with balcony and full kitchen - \$112 per night. Rates includes breakfast and parking. Temperature check required upon check-in.

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### Staying Level

Rate: Studio suite with queen bed - \$157 per night, one-bedroom suite (queen/king bed with queen sofa bed) - \$171 per night. Two-bedroom suite - \$293 per night. Suites include full kitchen, in-suite washer and dryer. Guests would also have access to 24-hour concierge service and a complimentary parking stall.

- **TRANSPORTATION**

Public transportation, including taxi from the airport to the place of quarantine, is available if private transportation is not available (private transportation is still recommended). If the traveler has signs or symptoms of COVID-19, public transportation is not an option.

It is important to follow these guidelines when taking public transit:

- Ensure you wear an appropriate mask or face covering, especially while in transit
- Maintain physical distancing of 2 metres from other passengers on public transportation
- Travel directly to your place of quarantine

Car rental companies located at YVR terminal on the ground floor of the parkade.

Average price for a 14-day rental is \$295.

- [National](#)
- [Alamo](#)
- [Hertz](#)
- [Dollar Thrifty](#)
- [Avis](#)
- [Budget](#)

- **GROCERY DELIVERY**

### Instacart

- Delivers from partnering retailers in your location
- Schedule delivery for as fast as an hour, or for later in the day or week to fit your schedule.
- Delivery windows start as early as 9am and run as late as midnight. Check local store hours. Delivery hours are subject to store operating hours, which includes holidays.
- Meet your Shopper at your door to get your groceries.
- There is a 5% (or \$2 minimum) service fee that applies to non-alcohol items for a la carte (non-Express) customers. The service fee is not a tip
- Delivery fees can differ based on the time you want your order delivered, and how large the order is. Delivery fees are higher during busy times. There will be a clear indication of this when you are choosing your delivery time.
- Delivery fees range from \$3.99-\$7.99. Instacart Express members get free delivery on orders over \$35.

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### Save On Foods

- delivery fee varies by timeslot
- can order for today for delivery or pickup as early as following day or you can order up to 30 days in advance
- order early to ensure you get the timeslot that you prefer.
- minimum order value of \$40

### Spud

- local, organic, and sustainable groceries by working directly with farmers and other producers. Liquor, meat, seafood, ready to eat, pet food
- order is carefully packed in a reusable bin, with dry ice to keep frozen items frozen, and cold packs to keep perishable items cool.
- Order deadline – 3pm
- Each area has at least one free delivery day a week, Delivery is free for most orders over \$35.00.

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## Faculty Acknowledgement of Responsibility

Please sign and return this page via email to [ubcfrel-g-admin@mail.ubc.ca](mailto:ubcfrel-g-admin@mail.ubc.ca) and [Immigration.Help@ubc.ca](mailto:Immigration.Help@ubc.ca).

Each department unit is responsible for working with the faculty member to come up with a self-isolation plan, and then it must be provided to [ubcfrel-g-admin@mail.ubc.ca](mailto:ubcfrel-g-admin@mail.ubc.ca) and [Immigration.Help@ubc.ca](mailto:Immigration.Help@ubc.ca) before they leave for Canada.

### A self-isolation plan must include:

- The location of the 14-day self-isolation
- How the faculty member will travel to their respective isolation location
- Arranging the necessary supports:
  - Food
  - Medications
  - Child care
  - Cleaning supplies
  - Pet care
- Social or family support

**In summary, Administrators must follow these steps to assist with the tracking of all incoming faculty members:**

**Step 1:** Inform the incoming Faculty/Staff member that any person entering Canada by air, sea or land must self-isolate for 14 days whether or not they have symptoms of COVID-19. Retain proof for future inspections.

**Step 2:** Send an email to [ubcfrel-g-admin@mail.ubc.ca](mailto:ubcfrel-g-admin@mail.ubc.ca) and [Immigration.Help@ubc.ca](mailto:Immigration.Help@ubc.ca) with contact info, planned travel arrangements and planned accommodations in Canada for each incoming faculty member.

**Step 3:** Upon arrival of each faculty member, please confirm their arrival by sending a second email to [ubcfrel-g-admin@mail.ubc.ca](mailto:ubcfrel-g-admin@mail.ubc.ca) and [Immigration.Help@ubc.ca](mailto:Immigration.Help@ubc.ca) with a copy of the faculty member's work permit, arrival date and confirmed accommodation for at least the 14-day self-isolation period.

I understand and will ensure our faculty is in compliance with the responsibilities as outlined here. If questions arise, we will contact Siobhan Murphy, Director of Housing & Relocation Services, for guidance immediately.

\_\_\_\_\_  
Faculty Member Name

\_\_\_\_\_  
Department

\_\_\_\_\_  
Dean

\_\_\_\_\_  
Faculty

\_\_\_\_\_  
Date

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