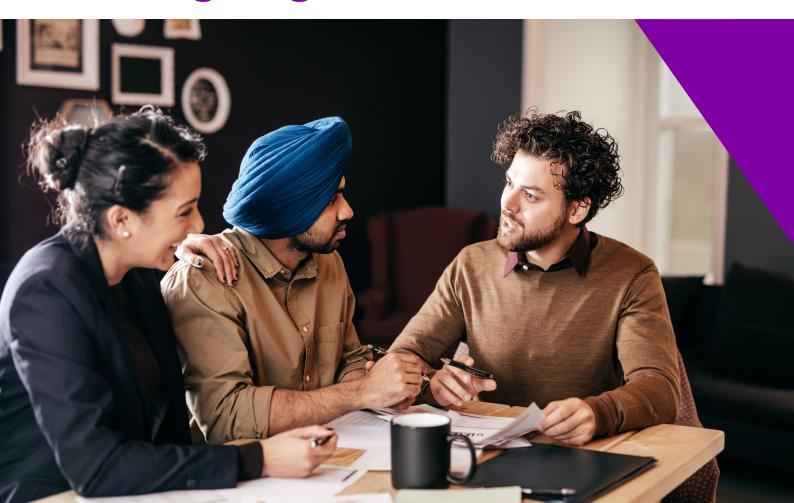# KLCC ACADEMY

Covid-19: Emergency Outbreak Control Team & Organisation Prevention Program

Navigating the Covid-19 Crisis
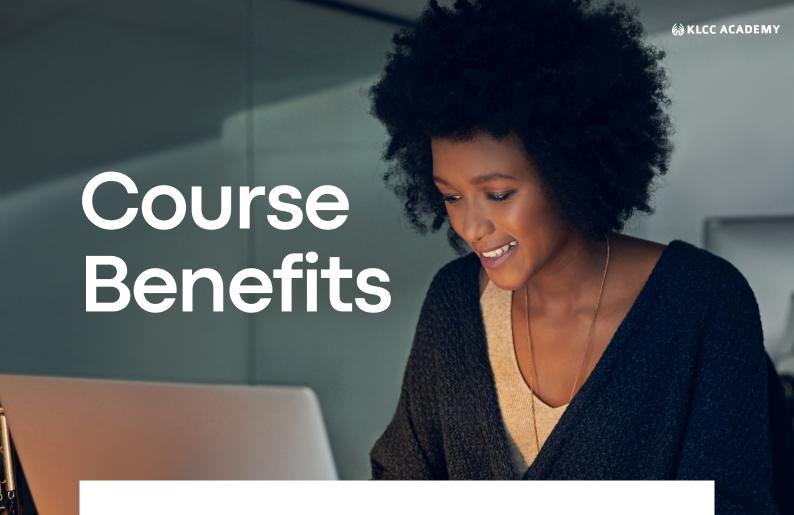
Introduction

↘ In this course, you'll learn how to handle emergencies, prevent outbreaks, and safeguard your organization against the impacts of the Covid-19 pandemic. From understanding the fundamentals of outbreak control to implementing preventive measures, this course equips you with the knowledge and skills needed to navigate the challenges posed by the pandemic.

Course Objectives

1 Understand the key principles of emergency outbreak control.

2 Develop strategies for preventing and managing Covid-19 outbreaks within organizations.

3 Gain practical skills in implementing preventive measures and protocols.

4 Learn how to effectively coordinate with emergency response teams.

5 Enhance crisis communication and risk management abilities.

6 Apply learned concepts to real-life scenarios to mitigate the impact of Covid-19.

Course Benefits

- Confidently lead emergency outbreak control teams.
- Implement effective prevention strategies within their organizations.
- Mitigate risks associated with Covid-19 outbreaks.
- Ensure the safety and well-being of employees and stakeholders.
- Adapt quickly to changing circumstances and emerging challenges.

→

Course Modules

1 Introduction to Emergency Outbreak Control

- Understanding the concept of emergency outbreak control
- Exploring the roles and responsibilities of outbreak control teams
- Overview of historical outbreaks and lessons learned
- Introduction to the Emergency Outbreak Control Team & Organisation Prevention Program framework

2 Understanding Covid-19 Transmission and Prevention

- Understanding how Covid-19 spreads
- Exploring preventive measures such as social distancing, wearing masks, and hand hygiene
- Identifying high-risk environments and activities
- Examining the importance of vaccination in preventing Covid-19 transmission

3 Developing Outbreak Response Plans

- Understanding the components of an outbreak response plan
- Identifying potential risks and vulnerabilities within organizations
- Developing strategies for early detection and response to outbreaks
- Establishing communication channels and protocols for reporting and monitoring outbreaks

4 Implementing Preventive Measures in Organizations

- Assessing organizational readiness for implementing preventive measures
- Developing and implementing Covid-19 workplace policies and protocols
- Training employees on Covid-19 prevention and response measures
- Establishing procedures for disinfection, ventilation, and personal protective equipment (PPE) usage

5 Crisis Communication and Risk Management

- Understanding the importance of effective communication during a crisis
- Developing crisis communication plans and protocols
- Handling rumors, misinformation, and public perception
- Implementing risk management strategies to mitigate the impact of Covid-19 outbreakss

6 Case Studies and Practical Applications

- Leveraging CAPA data for process improvement
- Integrating CAPA with other quality management systems
- Building a culture of continuous improvement within organizations

Who Should Join This Course

→ Healthcare professionals seeking to enhance their knowledge of outbreak control and prevention.

→ Public health officials and administrators responsible for managing emergency response efforts.

→ Human resources professionals tasked with implementing Covid-19 workplace policies and protocols.

→ Organizational leaders and managers aiming to safeguard their workforce and operations against the impacts of the pandemic.

Module 1 :
Introduction to Emergency Outbreak Control

Lesson 1: Understanding the Concept of Emergency Outbreak Control

Objective :

- Define the concept of emergency outbreak control.
- Identify the key components and goals of outbreak control efforts.

Content :

- In this lesson, we will delve into the fundamental concept of emergency outbreak control. We'll discuss what constitutes an outbreak, the factors contributing to its emergence, and the significance of prompt and effective response measures. By understanding the concept of outbreak control, learners will gain insights into the importance of early detection, containment, and mitigation strategies in preventing the spread of infectious diseases.

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Module 1 :
Introduction to Emergency Outbreak Control

Lesson 2: Roles and Responsibilities of Outbreak Control Teams

Objective :

- Explore the roles and responsibilities of individuals within outbreak control teams.
- Understand the importance of coordination and collaboration among team members.

Content :

- This lesson focuses on the diverse roles and responsibilities of personnel involved in emergency outbreak control teams. From epidemiologists and healthcare workers to public health officials and community volunteers, each member plays a crucial role in the overall response effort. We'll discuss the importance of effective communication, teamwork, and coordination in maximizing the impact of outbreak control initiatives.

Module 1 :
Introduction to Emergency Outbreak Control

Lesson 3: Overview of Historical Outbreaks and Lessons Learned

Objective :

- Examine historical outbreaks and their impact on public health and society.
- Identify key lessons learned from past outbreak control efforts.

Content :

- In this lesson, we'll take a historical perspective on major disease outbreaks such as the Spanish flu, SARS, and Ebola. By analyzing past events, we can glean valuable insights into the challenges faced, strategies employed, and outcomes achieved in managing infectious disease outbreaks. Understanding the lessons learned from historical outbreaks is essential for informing current outbreak control policies, protocols, and practices.

Module 2 : Understanding Covid-19 Transmission and Prevention

Lesson 1: Understanding How Covid-19 Spreads

Objective :

- Explain the modes of transmission of the Covid-19 virus.
- Identify high-risk environments and activities for Covid-19 transmission.

Content :

- In this lesson, we'll explore the various modes of transmission of the Covid-19 virus, including respiratory droplets, aerosols, and contact with contaminated surfaces. We'll discuss the factors that contribute to the spread of the virus, such as close contact with infected individuals, indoor settings with poor ventilation, and crowded gatherings. Understanding the mechanisms of Covid-19 transmission is essential for implementing effective preventive measures.

Module 2 :
Understanding Covid-19 Transmission and Prevention

Lesson 2: Preventive Measures: Social Distancing, Mask-Wearing, and Hand Hygiene

Objective :

- Discuss the importance of social distancing in reducing the spread of Covid-19.
- Explain the role of wearing masks and practicing hand hygiene in preventing transmission.

Content :

- This lesson focuses on the key preventive measures recommended by health authorities to mitigate the spread of Covid-19. We'll discuss the concept of social distancing and its significance in reducing close contact between individuals to prevent transmission. Additionally, we'll explore the effectiveness of wearing masks in blocking respiratory droplets and practicing proper hand hygiene to minimize the risk of infection. Practical tips and strategies for implementing these preventive measures will also be discussed.

Module 2 :
Root Cause Analysis

Lesson 3: Developing Outbreak Response Plans

Objective :

- Understand the components of an outbreak response plan.
- Learn how to develop strategies for early detection and response to outbreaks.

Content :

- In this lesson, we will delve into the process of developing outbreak response plans to effectively manage Covid-19 outbreaks within organizations. We'll discuss the essential components of a comprehensive outbreak response plan, including risk assessment, communication protocols, and response strategies. Learners will gain insights into identifying potential risks and vulnerabilities within their organizations and developing proactive measures to mitigate the spread of Covid-19. Practical examples and case studies will be used to illustrate the importance of early detection and timely response in containing outbreaks.

Module 3 :
Implementing Preventive Measures in Organizations

Lesson 1: Assessing Organizational Readiness for Preventive Measures

Objective :

- Understand the factors to consider when assessing organizational readiness for implementing preventive measures.
- Identify gaps and challenges that may hinder the effective implementation of preventive measures within organizations.

Content :

- In this lesson, we will explore the process of assessing organizational readiness for implementing preventive measures to mitigate the spread of Covid-19. We'll discuss factors such as organizational culture, resources, infrastructure, and workforce demographics that influence readiness. Participants will learn how to conduct a comprehensive assessment of their organization's capacity to implement preventive measures and identify potential barriers or challenges that may need to be addressed.

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Module 3 :
Implementing Preventive Measures in Organizations

Lesson 2: Developing and Implementing Covid-19 Workplace Policies

Objective :

- Understand the components of effective Covid-19 workplace policies and protocols.
- Learn how to develop and implement policies and protocols tailored to the needs of the organization.

Content :

- This lesson focuses on the development and implementation of Covid-19 workplace policies and protocols to ensure the safety and well-being of employees. We'll discuss key components such as health screening procedures, sick leave policies, telecommuting options, and accommodation measures for vulnerable populations. Participants will learn how to tailor policies and protocols to the specific needs and characteristics of their organization while complying with relevant regulations and guidelines.

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Module 3 :
Implementing Preventive Measures in Organizations

Lesson 3: Establishing Procedures for Disinfection, Ventilation, and

Objective :

- Understand the importance of proper disinfection, ventilation, and PPE usage in preventing the spread of Covid-19.
- Learn how to establish procedures and protocols for disinfection, ventilation, and PPE usage within organizations.

Content :

- In this lesson, we'll explore the critical role of proper disinfection, ventilation, and PPE usage in preventing the spread of Covid-19 in the workplace. Participants will learn about best practices for cleaning and disinfecting surfaces, maintaining adequate ventilation, and selecting and using appropriate PPE based on the level of risk and exposure. Practical guidance and examples will be provided to help organizations establish effective procedures and protocols for maintaining a safe and healthy work environment.

Module 4 :
Implementing Preventive Measures in Organizations.

Lesson 1: Assessing Organizational Readiness for Preventive Measures

Objective :

- Understand the factors to consider when assessing organizational readiness for implementing preventive measures.
- Identify gaps and challenges that may hinder the effective implementation of preventive measures within organizations.

Content :

- Assessing the readiness of an organization to implement preventive measures against Covid-19 is crucial for ensuring the effectiveness of mitigation efforts. In this lesson, we will explore the key factors to consider when evaluating organizational readiness. These factors include the organization's culture, resources, infrastructure, and workforce demographics.
- Organizational Culture: Assessing the organization's culture involves understanding its values, norms, and attitudes towards health and safety. Organizations with a strong commitment to employee well-being are likely to be more receptive to implementing preventive measures.
- Resources: Adequate resources, including financial, human, and material resources, are essential for implementing preventive measures effectively. Participants will learn how to assess whether their organization has the necessary resources to support Covid-19 mitigation efforts.
- Infrastructure: The physical infrastructure of the organization, such as its facilities and equipment, plays a critical role in implementing preventive measures. Learners will explore factors such as ventilation systems, workspace layouts, and access to sanitation facilities to

Module 4 :
Implementing Preventive Measures in Organizations.

Objective :

- Understand the components of effective Covid-19 workplace policies and protocols.
- Learn how to develop and implement policies and protocols tailored to the needs of the organization.

Content :

- Developing and implementing Covid-19 workplace policies and protocols is essential for creating a safe and healthy work environment. In this lesson, we will explore the key components of effective policies and protocols and provide guidance on developing and implementing them within organizations.

- Key Components of Covid-19 Workplace Policies and Protocols: Participants will learn about the essential components of Covid-19 workplace policies and protocols, including health screening procedures, sick leave policies, telecommuting options, and accommodation measures for vulnerable populations. We'll discuss the importance of clarity, consistency, and flexibility in policy development to accommodate changing circumstances and evolving guidance from health authorities.

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Module 4 :
Implementing Preventive Measures in Organizations.

Lesson 3: Establishing Procedures for Disinfection, Ventilation, and PPE Usage

Objective :

- Understand the importance of proper disinfection, ventilation, and PPE usage in preventing the spread of Covid-19.
- Learn how to establish procedures and protocols for disinfection, ventilation, and PPE usage within organizations.

Content :

- In this lesson, we will focus on the critical aspects of disinfection, ventilation, and personal protective equipment (PPE) usage in preventing the spread of Covid-19 within organizations. Participants will gain an understanding of the importance of these measures and learn how to establish effective procedures and protocols for their implementation.
- Disinfection Procedures: Proper disinfection of surfaces and shared spaces is essential for reducing the risk of Covid-19 transmission. Participants will learn about the different types of disinfectants, recommended cleaning procedures, and frequency of disinfection. We'll discuss strategies for identifying high-touch surfaces and implementing routine cleaning protocols to maintain a hygienic environment.
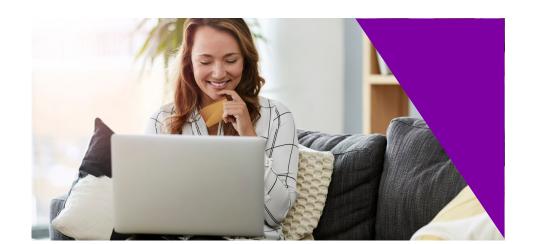
Module 5 :
Crisis Communication and Risk Management

Lesson 1: Importance of Effective Communication During a Crisis

Objective :

- Understand why effective communication is crucial during a crisis.
- Identify key principles and strategies for effective crisis communication.

Content :

- In this lesson, we will explore the importance of effective communication during a crisis such as the Covid-19 pandemic. Participants will learn why clear, timely, and transparent communication is essential for maintaining trust, managing uncertainty, and mitigating the impact of crises on organizations and communities. We'll discuss key principles of crisis communication, including empathy, honesty, and consistency, and provide practical strategies for communicating effectively with stakeholders, employees, and the public during times of crisis.
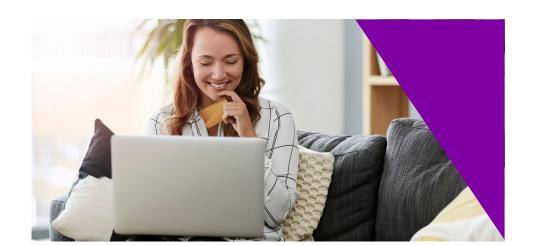
Module 5 :
Crisis Communication and Risk Management

Lesson 2: Developing Crisis Communication Plans and Protocols

Objective :

- Understand the components of a comprehensive crisis communication plan.
- Learn how to develop and implement crisis communication protocols tailored to the needs of the organization.

Content :

- In this lesson, we will focus on the development of crisis communication plans and protocols to effectively manage communication during emergencies such as the Covid-19 pandemic. Participants will learn about the key components of a comprehensive crisis communication plan, including roles and responsibilities, communication channels, messaging templates, and escalation procedures. We'll discuss the importance of pre-established protocols for communicating with internal and external stakeholders, including employees, customers, suppliers, media, and government agencies. Practical examples and case studies will be used to illustrate effective crisis communication strategies and techniques.
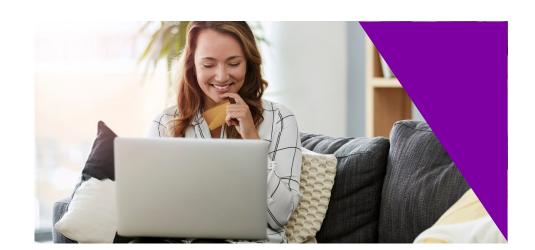
Module 5 :
Crisis Communication and Risk Management

Lesson 3: Handling Rumors, Misinformation, and Public Perception

Objective :

- Understand the impact of rumors, misinformation, and public perception during a crisis.
- Learn strategies for effectively managing rumors, combating misinformation, and shaping public perception.

Content :

- In this lesson, we will explore the challenges posed by rumors, misinformation, and public perception during a crisis such as the Covid-19 pandemic. Participants will gain an understanding of how rumors and misinformation can spread rapidly through social media and other channels, leading to confusion, panic, and mistrust. We'll discuss strategies for effectively managing rumors, including proactive communication, transparency, and fact-checking. Participants will also learn how to combat misinformation by providing accurate information, addressing common myths and misconceptions, and engaging with stakeholders to build trust and credibility. Practical examples and case studies will be used to illustrate effective strategies for handling rumors, misinformation, and public perception during a crisis.
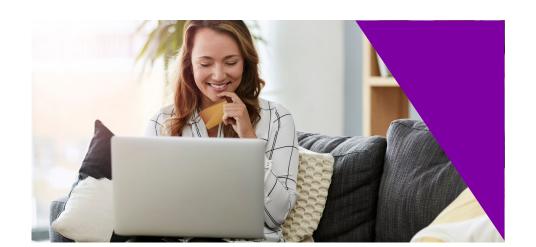
Module 5 :
Crisis Communication and Risk Management

Lesson 4: Implementing Risk Management Strategies

Objective :

- Understand the concept of risk management and its importance during a crisis.
- Learn how to identify, assess, and mitigate risks associated with Covid-19 outbreaks.

Content :

- In this lesson, we will focus on the implementation of risk management strategies to mitigate the impact of Covid-19 outbreaks on organizations and communities. Participants will gain an understanding of the principles of risk management, including risk identification, assessment, prioritization, and mitigation. We'll discuss the importance of conducting risk assessments to identify potential hazards and vulnerabilities related to Covid-19, such as workplace exposures, supply chain disruptions, and regulatory compliance issues. Participants will learn how to develop risk mitigation strategies, including implementing controls, contingency planning, and monitoring and evaluation. Practical examples and case studies will be used to illustrate effective risk management strategies and techniques.

Module 6 :
Case Study Analysis.

Lesson 1: Case Study Analysis

Objective :

- Analyze real-life case studies of Covid-19 outbreaks in various settings.
- Identify the challenges faced, strategies employed, and lessons learned from each case study.

Content :

- In this lesson, participants will delve into the analysis of real-life case studies of Covid-19 outbreaks in diverse settings, such as workplaces, schools, healthcare facilities, and community settings. The objective is to examine the challenges encountered during each outbreak, the strategies implemented to control the spread of the virus, and the outcomes achieved.
- Case Selection: Participants will review a selection of case studies representing different types of Covid-19 outbreaks. These case studies will encompass a range of scenarios, including large-scale outbreaks, outbreaks in high-risk settings, and outbreaks with unique challenges.

Module 6 :
Case Study Analysis.
Lesson 2: Scenario-Based Exercises

Objective :

- Engage in scenario-based exercises to simulate Covid-19 outbreak situations.
- Apply learned concepts to develop response strategies for different scenarios.

Content :

- In this lesson, participants will participate in scenario-based exercises designed to simulate Covid-19 outbreak situations in various settings. The objective is to provide participants with hands-on experience in applying the concepts and skills learned throughout the course to real-world scenarios.
- Scenario Development: Participants will be presented with a series of realistic scenarios depicting different types of Covid-19 outbreaks, such as outbreaks in workplaces, schools, healthcare facilities, and community settings. Scenarios will be developed based on current epidemiological trends, emerging challenges, and relevant case studies.

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Module 6 :
Case Study Analysis.

Lesson 3: Role-Playing and Simulation

Objective :

- Engage in role-playing activities to simulate different roles within an emergency outbreak control team.
- Participate in simulations to practice crisis communication, decision-making, and coordination skills.

Content :

- In this lesson, participants will have the opportunity to immerse themselves in role-playing activities and simulations to simulate different roles within an emergency outbreak control team. The objective is to provide participants with practical experience in managing Covid-19 outbreaks and responding to crisis situations.
- Role Assignment: Participants will be assigned different roles within an emergency outbreak control team, such as incident commander, epidemiologist, communication officer, logistics coordinator, and community liaison. Each role will come with specific responsibilities and tasks to fulfill during the simulation.

BASIC PRINCIPLES FOR COURSE IMPLEMENTATION

Structured Curriculum

- Develop a well-organized curriculum with clear learning objectives, lesson plans, and assessments to ensure systematic learning progression.

Engaging Content

- Use a variety of instructional materials, including text, visuals, case studies, and interactive activities, to keep learners engaged and facilitate understanding.

Interactive Learning

- Foster active participation and collaboration through group discussions, role-playing, simulations, and hands-on exercises to enhance learning effectiveness.

Practical Application

- Provide opportunities for learners to apply theoretical concepts to real-world scenarios through case studies, simulations, and practical exercises to reinforce learning outcomes.

Feedback Mechanism

- Establish channels for ongoing feedback and communication between instructors and learners to monitor progress, address concerns, and provide support throughout the course.

PRACTICAL TIPS FOR IMPLEMENTING THE COURSE

Pre-Course Preparation

- Ensure all necessary resources, materials, and technology are prepared and accessible to learners.

Clear Communication

- Provide clear instructions and expectations to learners regarding course objectives, schedule, assignments, and assessments.

Active Engagement

- Encourage active participation and engagement through interactive activities, discussions, and group exercises.

Regular Feedback

- Provide timely feedback on assignments, assessments, and participation to help learners track their progress and identify areas for improvement.

Flexibility and Adaptability

- Be flexible and adaptable to accommodate individual learning styles, preferences, and needs.

READING MATERIAL AND CASE STUDIES

Pandemic

- Tracking Contagions, from Cholera to Ebola and Beyond" by Sonia Shah - Provides a comprehensive overview of pandemics throughout history and the factors influencing their spread.

Epidemics and Society

- From the Black Death to the Present" by Frank M. Snowden - Explores the social, political, and cultural impact of epidemics on societies across different time periods.

Case Study 1: The COVID-19 Outbreak

- Timeline of events leading up to the identification of the Covid-19 outbreak in Wuhan.
- Epidemiological investigations to determine the source and transmission dynamics of the virus.

Case Study 2: Outbreak Management

- Identification of Covid-19 cases among workers in a meat processing plant.
- Challenges faced in implementing infection control measures, such as physical distancing, PPE usage, and sanitation protocols.

Case Study 3: School Reopening During the Pandemic

- Experiences of schools that successfully reopened during the Covid-19 pandemic.
- Implementation of risk mitigation strategies, such as staggered schedules, hybrid learning models, and enhanced cleaning protocols.

Who We Are

KLCC ACADEMY an Accredited Education Centre in Malaysia - provides an enriched learning environment that has helped countless students get ahead. Founded in 2013, the Academy is in heart of Kuala Lumpur near the iconic KLCC - Petronas Twin Towers (distance of 500m) and reflects the diverse backgrounds and cultures of the area.

We believe that education is a fundamental right, and everyone should have access to quality higher education. With this view in mind, we strive to create opportunities for those who have genuine aspiration and honest intention, who seek high-quality education, great academic experience, unparalleled student services, globally recognizable qualifications, and career prospects post qualification after studying in their chosen destination countries.

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Contact Information

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