



## COVID-19 Vaccine Transportation Service Instructions

Dear volunteers,

Please be sure to follow the instructions below as you take passengers to and from their vaccine clinic destinations.

- 1) For every passenger that you take to and from a vaccine clinic, please have the passenger and the driver fill out the **COVID-19 Vaccine Transportation Service Declaration** form. We recommend that you only take passengers who agree to fill out the declaration form. This is to ensure safety of both the passengers and the drivers.
- 2) Consider installing plastic screens or plexiglass shields as a physical barrier between the driver and passenger in the back seat. Ensure that these barriers do not create any new safety hazards such as visual obstructions for the driver.
- 3) The use of masks or face coverings by drivers and passengers is required in all indoor public spaces, including vehicles operating as part of a business or organization, under a new City of Toronto bylaw and Reg. 82/20, with limited exceptions. We recommend following the exact same conventions in any Canadian jurisdiction.
- 4) If physical distancing and/or separation via a physical barrier cannot be maintained, drivers should wear both a mask (preferably medical mask) and eye protection (goggles or face shield). Ensure that any eye protection that is used does not create visual obstructions for the driver.
- 5) Clean your hands before putting on personal protective equipment, and after taking it off.
- 6) Ask passengers to sit in the back seat to maintain physical distance.
- 7) When there are four or more passengers, use a larger vehicle with more seating, such as a mini-van, or multiple vehicles be used so that individuals do not sit next to the driver. Passengers should only travel in the same vehicle with people they live with.
- 8) In ground vehicles, consider minimizing shared rides so passengers are not travelling with individuals unknown to them.
- 9) Use the vehicle climate control system and windows to improve fresh air intake/air circulation. Increased airflow can reduce contaminant build up. Avoid using the recirculated air option during passenger transport.
- 10) If the passenger is being transported to or from a hospital or other health care setting and/or is displaying respiratory symptoms, open the car windows. If the passenger has a mask or face covering, it is recommended that they wear it, if possible.