

**Ministry of Long-Term Care**

Assistant Deputy Minister  
Long-Term Care Operations Division

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January 14, 2021

**MEMORANDUM TO:** Long-Term Care Home Licensees

**FROM:** Sheila Bristo  
Assistant Deputy Minister  
Long-Term Care Operations Division  
Ministry of Long-Term Care

**SUBJECT:** Meal and Break Period at Work during COVID-19

Your ongoing commitment to the health and well-being of residents, staff and caregivers across the long-term care (LTC) home sector continues to be appreciated.

To help further prevent the transmission of COVID-19 in the workplace, please refer to the following link which contains information on **meal and break periods**: [Meal and break periods at work during COVID-19 | Ontario.ca](#)

Please share and distribute the information and posters with your staff. In addition, I request that the posters be displayed in lunchrooms, staff rooms, locker rooms and common areas where staff congregate. The information provides guidance on how to create and maintain safer spaces, strong policies and procedures, and consistent training and supervision.

Once again, thank you for your dedication and commitment to ensuring the safety and well-being of Ontario's LTC residents, staff and caregivers.

Sincerely,

*(original signed by)*

Sheila Bristo  
Assistant Deputy Minister, Operations Division  
Ministry of Long-Term Care

c:

Donna Duncan, Chief Executive Officer, Ontario Long Term Care Association  
Lisa Levin, Chief Executive Officer, AdvantAge Ontario