



***“Every Child Can Learn... Every Child Must Learn”***

**ATTENTION: REGIONAL DIRECTORS, SCHOOL BOARD CHAIRMEN AND PRINCIPALS  
OF ALL PUBLIC EDUCATIONAL INSTITUTIONS**

**SUBJECT: PROCESS TO BE ENGAGED CONCERNING THE MINISTRY OF HEALTH  
AND WELLNESS COVID INSPECTIONS**

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**Dear Colleagues,**

The Ministry of Education, Youth and Information (MoEYI) wishes to commend our educators for the tremendous effort expended to ensure that learning continues for all our students despite the disruptions caused by the pandemic.

As you are already aware, the Ministry has commenced the phased resumption of face-to-face instructions since November 10, 2020. All schools are required to be approved as low-risk and COVID-19 compliant before approval can be granted for the school to offer face-to-face instructions. Against this background,

we seek to remind school administrators of the process to be engaged to ensure that the health inspections are conducted in an efficient manner by the Ministry of Health and Wellness. Kindly be guided accordingly:

### **Inspection Process**

1. Locate the COVID-19 Self-assessment Checklist that was previously shared (see the attached for ease of reference).
2. Evaluate the readiness of the school guided by the checklist. This should help the school to know if the appropriate measures are in place to be approved as COVID-19 compliant.
3. Where applicable, the identified gaps from completing the checklist should be addressed. Where help is needed from the Ministry to fully address the gaps, this should be requested through the Regional Office.
4. Once all identified gaps or key areas have been addressed, the health inspector for the parish should be contacted and an appointment arranged for the school inspection to be completed.
5. At the end of the school inspection, the Health Inspector will provide an Institutional Health Report and a COVID-19 Compliance Report. The results of the school inspection should guide the school administrator on other gaps to be addressed and a new date for re-inspection determined.
6. On the other hand, if the school inspection report is satisfactory, the school administrator should send a request to the Ministry, through their regional

office, for approval to include face to face instructions supported by

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evidence of a satisfactory COVID compliant status and a satisfactory Institutional Health Report.

- The Ministry will evaluate the school based on the risk-ranking analysis and provide feedback on how the school should proceed as well as provide the requisite support towards the resumption of face to face learning.

Kindly be reminded that the Ministry of Health and Wellness (MoHW) COVID-19 protocols are critical to the health and safety of all our stakeholders and should never be compromised. Also, school administrators are required to initiate contact with the Health Inspectors for the school inspections to be done.

For additional information or queries, please do not hesitate to contact the Parish Health Inspectors at the following numbers:

<b>Names</b>	<b>Health Department</b>	<b>Address</b>	<b>Email address</b>	<b>Phone number</b>	<b>Medical Officer (Health)</b>
Winnifred Meekes	KSA Health Department	Marescaux Road Kingston 5	<a href="mailto:winnifredmeekes@yahoo.com">winnifredmeekes@yahoo.com</a>	876-3179712 (m) 876-9061291-2	Dr. Heather Reid Jones
Pauline Bryan - Ellington	St. Thomas Health Department	54 4Lyssons Road Morant Bay St. Thomas	<a href="mailto:paulineelly@hotmail.com">paulineelly@hotmail.com</a>	876 3179789	Dr. Doyen Smith
Grayson Hutchinson	St. Catherine Health Department	Burke Road Spanish Town St Catherine	<a href="mailto:graysonhutchinson@yahoo.com">graysonhutchinson@yahoo.com</a>	876- 317 9516	Dr. Francia Prosper Chen
Linnesse Green Baker	Clarendon Health Department	1 Muirhead Avenue, Denbigh Clarendon	<a href="mailto:cphicarendon@gmail.com">cphicarendon@gmail.com</a>	876- 7912324 Phone: 876-986- 4548/7869. Fax: 986-9713.	Dr. Kimberley Scarlett Campbell
Charmaine Palmer - Cross	Manchester Health Department	Race Course Road, Mandeville, Manchester	<a href="mailto:charmkp@Hotmail.com">charmkp@Hotmail.com</a>	876- 7916421/7978263 Phone: 876- 962-2288/7033 Fax: 962-2171-9713	Dr. Nadine Williams
Everod Lewis	St. Elizabeth Health Department	High Street, Black River, St. Elizabeth	<a href="mailto:epl_lewis@yahoo.com">epl_lewis@yahoo.com</a>	876-7934826  Phone: 876- 965-9174-5 Fax: 965-2701	Dr. Tonya Dawkins Beharie
Steve Morris	Westmoreland Health Department	Barracks Road P.O Box 85	<a href="mailto:specky25@gmail.com">specky25@gmail.com</a>	(876) 955 -2929 (876)-955 -2308	Dr. Marcia Graham

		Savanna la- Mar			
Patricia Hall - Patterson	Hanover Health Department	Lucea PO Hanover,	<a href="mailto:pathallpat@yahoo.com">pathallpat@yahoo.com</a>	876- 7745125	Dr. Kaushal Singh
Sherika Lewis	St. James Health Department	Payne Street Montego Bay St.James	<a href="mailto:sherika.slewis@yahoo.com">sherika.slewis@yahoo.com</a>	<b>Telephone:</b> 979-7820-4 <b>Fax:</b> 979-7802 <b>Email:</b> <a href="mailto:saintjames@wrha.gov.jm">saintjames@wrha.gov.jm</a>	Dr. Marcia Johnson Campbell
Delroy Mowatt	Trelawny Health Department	Falmouth Public General Hospital – Rodney Street, Falmouth	<a href="mailto:mowied@live.com">mowied@live.com</a>	876- 7720260: 954-3255-50 <b>Fax:</b> 952-4149	Dr. Dianne Dale

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Leroy Scott	St. Ann Health Departmen t	5 Owen Sound Drive St Ann's Bay	<a href="mailto:leroy.scott@nerha.gov.jm">leroy.scott@nerha.gov.jm</a>	876- 9722227 / 876- 9722215	Dr. Tamara Henry
Michael McPherson	St. Mary Health Department			876- 994 2643/876 770 3199	Dr. Tamika Henry
Lorenzo Hulme	Portland Health Department	Smatt Road Port Antonio Box 16	<a href="mailto:Lorezo.hume@nerha.gov.jm">Lorezo.hume@nerha.gov.jm</a>	876- 7700464/2824131	Dr. Sharon Lewis

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