IU Health ED Checklist
For Person under Investigation (PUI) for COVID-19

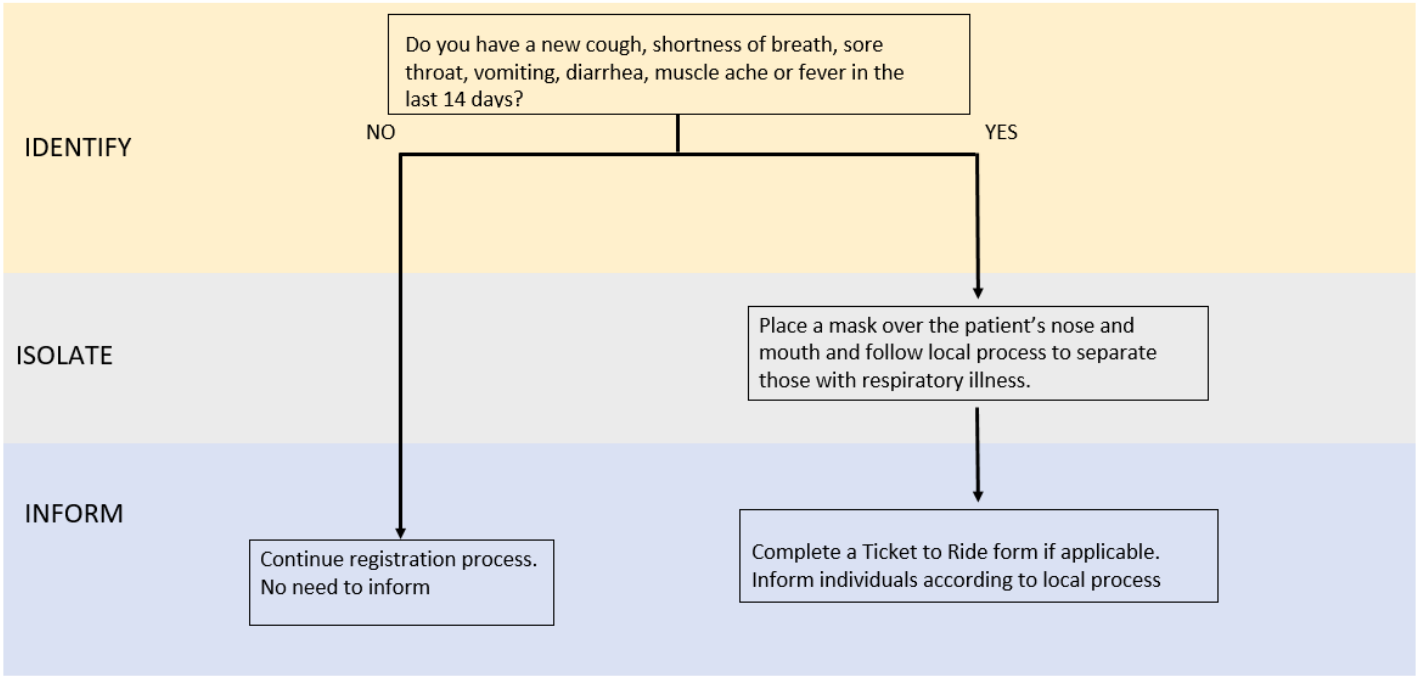
Updated 4/21/20

Upon ARRIVING to the ED:

Screening

☐ Screen each person **immediately**, using the following process:

COVID-19 Screening Process (3.28.2020)



If patient is unable or unwilling to wear a mask, have them cover their cough using a tissue and clean their hands frequently. Separate patient from those without respiratory illness as soon as possible.

Screening process

☐ Ensure mask on patient and family/visitors immediately
☐ IMMEDIATELY escort to private room.
☐ Visitors (try to restrict to one visitor) accompanying the patient should wear a mask and be asked to stay in the room with the patient.
☐ No additional visitors should be allowed during the investigation period.
☐ Perform hand hygiene!

☐ Place enhanced contact/droplet isolation sign outside door

☐ Place isolation cart outside the room, ensure all PPE supplies are available (N95 respirator, masks, isolation gowns, gloves, eye protection)

☐ **If the patient meets testing Criteria follow your local process**

PPE Requirements (ALL team members entering room)

☐ Mask, Gown, Gloves, eye protection (for non-aerosolization procedures)
☐ N95 respirator or PAPR, Gown, Gloves, eye protection (for aerosolization procedures)

Indications for N95 use for ALL patients are reserved for the below listed aerosol generating procedures unless patient is asymptomatic and COVID-19 negative test within the last 96 hours:

- Intubation
- Bronchoscopy
- ENT/OMS surgical procedures including other procedures that involve the sinuses
- Thoracic Surgery
- Cardiopulmonary Resuscitation (CPR)

Indications for N95 use and negative airflow room for SUSPECTED or CONFIRMED COVID-19 are reserved for the below listed aerosol generating procedures:

- Intubation
- Extubation
- Bronchoscopy
- Thoracic surgery
- Cardiopulmonary Resuscitation (CPR)
- Non-invasive positive pressure ventilation (BIPAP, CPAP)
- High Frequency Oscillatory Ventilation
- Open airway suction
- Tracheostomy Care in non-intubated patients
- Nebulizer therapy (Continuous and Breath Actuated Nebulizer)
- Sputum induction
- Laser plume
- Autopsy
- Manual ventilation BEFORE intubation
- Cesarean section (Since emergent intubation may be required and is not always anticipated)

Room Management

- □ Sign-in Log - place staff log outside of room.
- □ Ensure all individuals entering the room sign in/out on the log
- □ Keep door closed.
- □ Limit healthcare workers going inside room (try to limit team members to 1 RN and 1 provider).
- □ Routinely clean/disinfect high touch surfaces and clean/disinfect items after use.

Patient Transportation

- □ Patient should not travel within facility if possible.
- □ Dedicate bathroom, if commode is utilized line with disposable Carebag liner
- □ Procedures should be done in room to avoid travel to procedural areas where possible.
- □ If travel is necessary, call unit or location to notify in advance and safely transport with appropriate PPE.

Specimen Collection

- □ Collect specimens while wearing ALL required PPE
- □ See separate sheet for latest testing guidance

Upon LEAVING the ED: Patient Discharged Home or Transferred

- ☐ Place mask on patient and family/visitors prior to leaving negative airflow room and have them wear the masks until they return to their vehicle. Instruct them to stay home until test results are known.

Patient is admitted to inpatient

- ☐ Call unit in advance of travel to new unit to alert them.
- ☐ Place a mask on the patient prior to leaving the room and have them wear them until they are instructed to remove once they arrive to inpatient room.
- ☐ Provider of sending unit to call accepting Provider with transfer alerting “COVID-19 rule out”
- ☐ Registered nurse to call accepting nursing unit to alert of “COVID-19 rule out” transfer & tell them what time patient is coming up so there is agreement.
- ☐ Bag patient’s belongings for transfer
- ☐ Nurse to transfer patient to inpatient unit personally. No transportation team to be used.

After Patient Leaves the Room

- ☐ Leave isolation sign up (do not take down if in designated COVID-19 room). Keep door shut.
- ☐ Notify EVS of COVID-19 suspected patient room
- ☐ After patient leaves room, EVS to perform a terminal clean
- ☐ Equipment coming out of the room must be thoroughly cleaned with a hospital approved low level disinfectant, ensuring equipment stays wet for manufacturer recommended “contact time”

Important Phone Numbers

Infection Prevention 24/7 Line	Call operator
Indiana Coronavirus Hotline	317-233-7125 (after hours: 317-233-1325)
Indiana Provider Hotline (to obtain authorization for testing at ISDH laboratory)	317-233-4672 (24/7)
Indiana State Department of Health after hours epidemiologist on call	317-233-1325