March 6, 2020

Sample Disaster Protocol for Home Care - Coronavirus Disease 2019 -COVID-19

• Director of Patient Care will continue to stay informed about the local COVOD- 19 situation. Monitoring of the CDC and the DOH websites will be done daily to keep the agency and staff informed of any updated information.

• Staff screening of all sick calls has been implemented. All Contracts will be contacted if/when there is a sick call on their patients. All sick calls will require clearance to go back to work by a doctor. (see attached screening form)

• All patient and employee contact lists have been updated and distributed to all coordinators and On Call staff.

• Emergency Contact lists for have been updated and distributed to all inhouse personnel and On Call staff.

• Inservice on the Corona Virus Disease for In-house staff was done on Tuesday, March 3, 2020. Information received from www.cdc.gov/C0VID19 (CS 314937-D).

Caregivers

• On-going education is currently being conducted on **CDC Guidelines for Patients and Caregivers**. All caregivers are being notified via phone about the symptoms, detection and management of the Corona Virus and the proper use of PPE's by the in-house staff.
• We are currently working to source enough PPE's to supply to our caregiver staff.

Patients

• All patients are being notified from our updated call down list about the detection and management of the Corona Virus, which include Fever >/= 100.4 and lower respiratory symptoms i.e. cough, shortness of breath

• Patient and families are asked to notify their doctor and the agency if symptoms appear. Doctor to determine if the patient is able to be cared for in the home verses hospitalization.

If the patient is diagnosed with the Corona Virus:

1. Are there appropriate caregivers available at the home?
2. Is there a separate bedroom where the patient can recover without sharing immediate space with others?
3. Are there resources for access to food and other necessities?
4. Does the patient and other household members have access to appropriate, recommended personal protective equipment and are capable to adhering to precautions recommended as part of home care or isolation. (e.g. respiratory hygiene, cough etiquette and hand hygiene)?
5. Are there household members who may be at risk of complications from the Corona Virus infection (e.g people >65 years old, young children, pregnant women, people who are immunocompromised or who have chronic heart, lung, or kidney conditions).
6. Inform on CDC guidelines on Recommended Home Care Guidelines

This Protocol will be reviewed weekly by Director of Patient Care for any adjustments or changes as more information becomes available.

CDC Recommended Home Care Patient Guidelines

This is for people with confirmed or suspected COVID-19 who do not need to be hospitalized

and

People with confirmed COVID-19 who were hospitalized and determined to be medically stable to go home

If it is determined that you do not need to be hospitalized and can be isolated at home, you will be monitored by staff from your local or state health department and should follow the prevention steps below until cleared by a healthcare provider or local or state health department to return to your normal activities.

Stay home except to get medical care

People who are mildly ill with COVID-19 are able to isolate at home during their illness. You should restrict activities outside your home, except for getting medical care. Do not go to work, school, or public areas. Avoid using public transportation, ride-sharing, or taxis.

Separate yourself from other people and animals in your home

People: As much as possible, you should stay in a specific room and away from other people in your home. Also, you should use a separate bathroom, if available.

Animals: You should restrict contact with pets and other animals while you are sick with COVID-19, just like you would around other people. Although there have not been reports of pets or other animals becoming sick with COVID-19, it is still recommended that people sick with COVID-19 limit contact with animals until more information is known about the virus. If you must care for your pet or be around animals while you are sick, wash your hands before and after you interact with pets and wear a facemask.

Call ahead before visiting your doctor

If you have a medical appointment, call the healthcare provider and tell them that you have or may have COVID-19. This will help the healthcare provider's office take steps to keep other people from getting infected or exposed.

Wear a facemask

You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) or pets and before you enter a healthcare provider's office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then people who live with you should not stay in the same room with you, or they should wear a facemask if they enter your room.

Cover your coughs and sneezes

Cover your mouth and nose with a tissue when you cough or sneeze. Throw used tissues in a lined trash can. Immediately wash your hands with soap and water for at least 20 seconds or, if soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.

Clean your hands often

Wash your hands often with soap and water for at least 20 seconds, especially after blowing your nose, coughing, or sneezing; going to the bathroom; and before eating or preparing food. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.

Soap and water are the best option if hands are visibly dirty. Avoid touching your eyes, nose, and mouth with unwashed hands.

Avoid sharing personal household items

You should not share dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people or pets in your home. After using these items, they should be washed thoroughly with soap and water.

Clean all "high-touch" surfaces everyday

High touch surfaces include counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables. Also, clean any surfaces that may have blood, stool, or body fluids on them. Use a household cleaning spray or wipe, according to the label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.

Monitor your symptoms

Seek prompt medical attention if your illness is worsening (e.g., difficulty breathing). Before seeking care, call your healthcare provider and tell them that you have, or are being evaluated for, COVID-19. Put on a facemask before you enter the facility. These steps will help the healthcare provider's office to keep other people in the office or waiting room from getting infected or exposed. Ask your healthcare provider to call the local or state health department. Persons who are placed under active monitoring or facilitated self-monitoring should follow instructions provided by their local health department or occupational health professionals, as appropriate.

If you have a medical emergency and need to call 911, notify the dispatch personnel that you have, or are being evaluated for COVID-19. If possible, put on a facemask before emergency medical services arrive.

Discontinuing home isolation

Patients with confirmed COVID-19 should remain under home isolation precautions until the risk of secondary transmission to others is thought to be low. The decision to discontinue home isolation precautions should be made on a case-by-case basis, in consultation with healthcare providers and state and local health departments.

<u>**CDC Recommended Home Caregivers Guidelines**</u>

Recommended precautions for household members, intimate partners, and caregivers in a nonhealthcare setting of:

A patient with symptomatic laboratory-confirmed COVID-19

or

A patient under investigation

Household members, intimate partners, and caregivers in the home may have close contact with a person with COVID-19 or a person under investigation. Close contacts should monitor their health; they should call their healthcare provider right away if they develop symptoms suggestive of COVID-19 (e.g., fever, cough, shortness of breath)

Close contacts should also follow these recommendations:

Make sure that you understand and can help the patient follow their healthcare provider's instructions for medication(s) and care. You should help the patient with basic needs in the home and provide support for getting groceries, prescriptions, and other personal needs.

Monitor the patient's symptoms. If the patient is getting sicker, call his or her healthcare provider and tell them that the patient has laboratory-confirmed COVID-19. This will help the healthcare provider's office take steps to keep other people in the office or waiting room from getting infected. Ask the healthcare provider to call the local or state health department for additional guidance. If the patient has a medical emergency and you need to call 911, notify the dispatch personnel that the patient has, or is being evaluated for COVID-19.

Where to stay. Household members should stay in another room or be separated from the patient as much as possible. Household members should use a separate bedroom and bathroom, if available.

Vistors. Prohibit visitors who do not have an essential need to be in the home.

Pets. Household members should care for any pets in the home. Do not handle pets or other animals while sick. For more information, see [COVID-19 and Animals](#).

Air Flow. Make sure that shared spaces in the home have good air flow, such as by an air conditioner or an opened window, weather permitting.

Personal hygiene and in the home.

Perform hand hygiene frequently. Wash your hands often with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer that contains 60 to 95% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry. Soap and water should be used preferentially if hands are visibly dirty.

Avoid touching your eyes, nose, and mouth with unwashed hands.

Avoid sharing household items with the patient. You should not share dishes, drinking glasses, cups, eating utensils, towels, bedding, or other items. After the patient uses these items, you should wash them thoroughly (see below "Wash laundry thoroughly").

Clean all "high-touch" surfaces, such as counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables, every day. Also, clean any surfaces that may have blood, stool, or body fluids on them.

Use a household cleaning spray or wipe, according to the label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.

Wash laundry thoroughly.

Immediately remove and wash clothes or bedding that have blood, stool, or body fluids on them.

Read and follow directions on labels of laundry or clothing items and detergent. In general, using a normal laundry detergent according to washing machine instructions and dry thoroughly using the warmest temperatures recommended on the clothing label.

Personal Protection Equipment.

The patient should wear a facemask when you are around other people. If the patient is not able to wear a facemask (for example, because it causes trouble breathing), you, as the caregiver, should wear a mask when you are in the same room as the patient.

Caregivers should wear a disposable facemask and gloves when you touch or have contact with the patient's blood, stool, or body fluids, such as saliva, sputum, nasal mucus, vomit, urine.

Throw out disposable facemasks and gloves after using them. Do not reuse.

When removing personal protective equipment, first remove and dispose of gloves. Then, immediately clean your hands with soap and water or alcohol-based hand sanitizer. Next, remove and dispose of facemask, and immediately clean your hands again with soap and water or alcohol-based hand sanitizer.

Wear disposable gloves while handling soiled items and keep soiled items away from your body. Clean your hands (with soap and water or an alcohol-based hand sanitizer) immediately after removing your gloves.

Place all used disposable gloves, facemasks, and other contaminated items in a lined container before disposing of them with other household waste. Clean your hands (with soap and water or an alcohol-based hand sanitizer) immediately after handling these items. Soap and water should be used preferentially if hands are visibly dirty.

Discuss any additional questions with your state or local health department or healthcare provider.

Screening Checklist for Employee sick calls

Date_____

Employee name_____

Absence from work_____

Patient that employee is scheduled to work for:

Patient Name:_____ Phone Number_____

For employees: The following questions will help us determine if there is any reason an employee should be cleared by a doctor before going back to work.

Circle if employee has one or more of these symptoms:

1. Fever >/+= 100.4 and lower respiratory symptoms i.e cough, shortness of breath
2. History of recent travel to China or other areas where we have identified an incident of Corona
3. Close contact with anyone diagnosed with Corona Virus, suspected or tested within last 14 days
4. Any employee that has left the United States, must be cleared by an MD before starting back to work

Any sick calls from aides need to be verbalized to the case manager at the Contract within 1 hour of the sick call.

Name of Case manager verbally contacted _____ Date_____

Name of Coordinator _____ Date_____

Name of RN at ███████████████_____ Date_____

03-04-2020

What to do if you are sick with coronavirus disease 2019 (COVID-19)

If you are sick with COVID-19 or suspect you are infected with the virus that causes COVID-19, follow the steps below to help prevent the disease from spreading to people in your home and community.

Stay home except to get medical care

You should restrict activities outside your home, except for getting medical care. Do not go to work, school, or public areas. Avoid using public transportation, ride-sharing, or taxis.

Separate yourself from other people and animals in your home

People: As much as possible, you should stay in a specific room and away from other people in your home. Also, you should use a separate bathroom, if available.

Animals: Do not handle pets or other animals while sick. See COVID-19 and Animals for more information.

Call ahead before visiting your doctor

If you have a medical appointment, call the healthcare provider and tell them that you have or may have COVID-19. This will help the healthcare provider's office take steps to keep other people from getting infected or exposed.

Wear a facemask

You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) or pets and before you enter a healthcare provider's office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then people who live with you should not stay in the same room with you, or they should wear a facemask if they enter your room.

Cover your coughs and sneezes

Cover your mouth and nose with a tissue when you cough or sneeze. Throw used tissues in a lined trash can; immediately wash your hands with soap and water for at least 20 seconds or clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol covering all surfaces of your hands and rubbing them together until they feel dry. Soap and water should be used preferentially if hands are visibly dirty.

Avoid sharing personal household items

You should not share dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people or pets in your home. After using these items, they should be washed thoroughly with soap and water.

Clean your hands often

Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry. Soap and water should be used preferentially if hands are visibly dirty. Avoid touching your eyes, nose, and mouth with unwashed hands.

Clean all "high-touch" surfaces every day

High touch surfaces include counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables. Also, clean any surfaces that may have blood, stool, or body fluids on them. Use a household cleaning spray or wipe, according to the label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.

Monitor your symptoms

Seek prompt medical attention if your illness is worsening (e.g., difficulty breathing). **Before** seeking care, call your healthcare provider and tell them that you have, or are being evaluated for, COVID-19. Put on a facemask before you enter the facility. These steps will help the healthcare provider's office to keep other people in the office or waiting room from getting infected or exposed.

Ask your healthcare provider to call the local or state health department. Persons who are placed under active monitoring or facilitated self-monitoring should follow instructions provided by their local health department or occupational health professionals, as appropriate.

If you have a medical emergency and need to call 911, notify the dispatch personnel that you have, or are being evaluated for COVID-19. If possible, put on a facemask before emergency medical services arrive.

Discontinuing home isolation

Patients with confirmed COVID-19 should remain under home isolation precautions until the risk of secondary transmission to others is thought to be low. The decision to discontinue home isolation precautions should be made on a case-by-case basis, in consultation with healthcare providers and state and local health departments.