

# COVID-19 CHECKLIST

## EQUIPMENT

- Get log** for staff entering the room and place outside the room.
- Place stocked PPE cart** (face shields, N95, gowns, gloves), trashcan, and mayo stand outside room.
- Label the room with **contact, and droplet precautions**. If patient has a surgical mask on, then need for negative pressure – closed door is sufficient.
- If aerosol generating procedure (AGP)\* use negative pressure room.** Use N95/PAPR during procedure. Once AGP done, from then on room becomes **airborne precautions**. Will need terminal clean with 1-hour air exchange.
- Bring anticipated needed equipment in the room** (oxygen tank, POC tests, disposable stethoscope, thermometer, biohazard bin, wipes, etc.). Using RN call system or leave COVID Spectralink in room to communicate outside.
- If need additional equipment, leave outside room on mayo stand.** Bring into room when staff are clear >6 ft away.
- If patient needs to leave the room for CT scan,** coordinate with CT techs to use CT2. Mask patient if possible. If patient is masked, no special cleaning needed. If AGP, need terminal clean.
- \*Aerosol generating procedure (AGP):** high flow oxygen, intubation, NIPPV, nebulizers, sputum induction, bronchoscopy.

## STAFF

- Assign observer** to room, ensure log is filled out. Assist in doffing as needed.
- Provider to print out **LAC DPH checklist** and review if patient meets criteria for Person Under Investigation (PUI).
- Minimize number of visitors and staff** going in and out of room. Consider doing a staff huddle as needed so everyone is educated on proper PPE and care plan for patient.
- If contact/droplet: wear surgical mask, face shield, gown & gloves.** Do not touch front of mask, face shield, or gown while doffing.  
**If airborne from aerosol generating procedure (AGP)\*, wear N95 or PAPR.** Doff gown, gloves, and face shield inside room, hand wash. Outside the room, remove N95 into trash, then hand wash. (May reuse N95 up to 5x if *not* COVID PUI). Reserve PAPRs for those who can't use an N95.
- Send RSV/flu NP swab. If neg, then ED attending can decide to send COVID test to Quest *without* sending a Biofire respiratory PCR panel.** Call micro x66289, obtain NP swab, place on ice, use downtime lab form, write attending's name.
- Send a text page to the COVID PUI pager (310) 501-9699.** Text message should include Patient Name, MRUN, Location.
- If patient came in by EMS, tell MICN** to tell medics to decontaminate rig.
- Only need to call LAC DPH if positive Covid test.

