

# 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 no 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 review DHS Testing Criteria for SARS-CoV-2 and review if patient meets criteria for Testing. If they do, they are considered Person Under Investigation (PUI). Please follow the flow chart for Viral Respiratory Illness to determine what other testing patient may need (Biofire, RSV/Flu, etc.)
- 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, disposable goggles, gown & gloves.** Please reserve face shields for High Risk Procedures! Do not touch front of mask, goggles, or gown while doffing.  
**If airborne from aerosol generating procedure (AGP)\*, wear N95 or PAPR.** Doff gown, gloves, face shield inside room, hand wash. Outside room, remove N95 into trash, then hand wash. (May reuse N95 up to 5x if *not* PUI or Test Positive COVID). Reserve PAPRs for those who can't use an N95.
- If patient meets testing criteria, order BOTH RSV/flu swab and COVID test from COVID orderset, send one NP swab and two patient stickers.** (Do not need Biofire respiratory PCR panel unless would change management). Attending approves COVID testing, be prepared to give name if asked.
- If sending COVID test, 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.