

COVID-19
Policies & Procedures
for Patient Transport



Caliber[®]
CARE+TRANSPORT



Updated 3/30/2020



One important fact to note:

Handwashing with soap and water is still the best way to prevent transmission of the virus, according to the Centers for Disease Control and Prevention.

That's because from what we know so far, the novel coronavirus is thought to spread primarily by people and their respiratory droplets -- think coughs, sneezes, spit. In other words, **person-to-person transmission is most common.**

While it's possible that people who touch surfaces or objects contaminated with the virus and then touch their mouths or eyes can also become infected, this may not be the main way the virus spreads, the CDC said. So disinfectant wipes can only go so far.

When you need to transport someone, who is COVID-19+, it's important you consider all the needs conditions require. Transporting a positive patient requires you follow protective guidelines to ensure that you and the patients stay safe and healthy.

1st Arrival/Pre-Departure Procedures:

Upon entering the room of the patient, be sure to talk to the patient and explain who you are, why you are there and feel as if they are a recognized part of the procedure. Maintain a quiet and confident demeanor to keep the patient calm and feeling positive, knowing that you know what you are doing, and they are safe with you. Transport the patient to the vehicle and strap them in securely according to the Caliber Standard.



Remember that moving a patient could put you in contact with their body fluids, which can transmit disease. Always wear gloves before coming into contact with a patient. It is best to be prepared for the possibility of coming into contact with body fluids as opposed to being surprised by contact with a wound or body fluids that you weren't expecting. **We do not need to ask if a patient is contagious, we treat them all alike, as if we know they are contagious and that keeps you safe.**

When preparing the patient for transport (e.g., transfer them to the wheelchair or stretcher), you should wear all recommended PPE:

- PPE**
- ✓ **Gloves**
 - ✓ **Gown**
 - ✓ **Respiratory protection (N95 respirator or facemask)**
 - ✓ **Eye protection (goggles or face shield).**

This level of PPE is needed because these interactions are often close, face-to-face, contact with the patient in a small space.



Once the patient has been transferred to the wheelchair or stretcher (and prior to exiting the room), transporters should remove their gown, gloves, and eye protection and perform hand hygiene.

In-Transport Procedures:

PPE

Taking a cautious approach for personnel caring for patients with COVID-19, use of a facemask is recommended for both onboard driver/technicians and patients. Additional PPE should not be required unless there is an anticipated need to provide medical assistance during transport (e.g., helping the patient replace a dislodged facemask).



ON HIGH

Turn on OUTSIDE AIR and turn FANS ON HIGH – creating a positive air environment. DO NOT RECIRCULATE air during transport.

2nd Arrival Procedures:



After arrival at your destination, you and the receiving party should perform hand hygiene and wear all recommended PPE.



PPE



If still wearing your original respirator or facemask, you should take care to avoid self-contamination when removing the remainder of the recommended PPE.

Post-Transport & Cleaning Procedures:



Thorough and systematic cleaning of specific areas/surfaces of the vehicle's interior and exterior are key to keeping both you and the patient safe.

EVERY PATIENT, EVERY TIME

Surface Disinfecting



Cleaning Solution: Combine 2oz of Barbicide & 32oz of water in spray bottle.



Mist Required areas to be cleaned and leave for 10 minutes



Wipe all cleaned areas dry with clean towel



When finished, perform thorough hand hygiene



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PPE | PERSONAL PROTECTIVE EQUIPMENT

Updated 3/30/2020





Particulate Respirator N95

User Instructions 8210Plus/8210PlusMX/ 8210/8210MX/07048/8110S



WARNING

This respirator helps protect against certain particles. **Misuse may result in sickness or death.** For correct use, consult supervisor and these *User Instructions*, or call 3M in U.S.A., 1-800-247-3941. In Canada, call Technical Service at 1-800-267-4414. In Mexico, call 01-800-712-0646.

IMPORTANT

Before use, wearer must read and understand these *User Instructions*. Keep these instructions for reference.

Use For

Particles such as those from grinding, sanding, sweeping, sawing, bagging, or processing minerals, coal, iron ore, flour, metal, wood, pollen, and certain other substances. Liquid or non-oil based particles from sprays that do not also emit oil aerosols or vapors. Follow all applicable local regulations. For additional information on 3M use recommendations for this class of respirator please consult the 3M Respirator Selection Guide found on the Personal Safety web site at www.3M.com/respiratorselector or call 1-800-243-4630 in U.S.A. In Canada, call 1-800 267-4414.

Do Not Use For

Do not use for gases and vapors, oil aerosols, asbestos, or sandblasting; particulate concentrations that exceed either 10 times the occupational exposure limit or applicable government regulations, whichever is lower. In the United States, do not use when the U.S. Occupational Safety and Health Administration (OSHA) substance specific standards, such as those for arsenic, cadmium, lead in the construction industry, or 4,4'-methylene dianiline (MDA), specify other types of respiratory protection. This respirator does not supply oxygen.

Biological Particles

This respirator can help reduce inhalation exposures to certain airborne biological particles (e.g. mold, *Bacillus anthracis*, *Mycobacterium tuberculosis*, etc.) but cannot eliminate the risk of contracting infection, illness or disease. OSHA and other government agencies have not established safe exposure limits for these contaminants.

Use Instructions

1. Failure to follow all instructions and limitations on the use of this respirator and/or failure to wear this respirator during all times of exposure can reduce respirator effectiveness and **may result in sickness or death.**
2. In the U.S., before occupational use of this respirator, a written respiratory protection program must be implemented meeting all the requirements of OSHA 29 CFR 1910.134, such as training, fit testing, medical evaluation, and applicable OSHA substance specific standards. In Canada, CSA standard Z94.4 requirements must be met and/or requirements of the applicable jurisdiction, as appropriate. Follow all applicable local regulations.
3. The particles which can be dangerous to your health include those so small that you cannot see them.
4. Leave the contaminated area immediately and contact supervisor if dizziness, irritation, or other distress occurs.
5. Store the respirator away from contaminated areas when not in use.
6. Inspect respirator before each use to ensure that it is in good operating condition. Examine all the respirator parts for signs of damage including the two headbands, attachment points, nose foam, and noseclip. The respirator should be disposed of immediately upon observation of damaged or missing parts. Filtering facepieces are to be inspected prior to each use to assure there are no holes in the breathing zone other than the punctures around staples and no damage has occurred. Enlarged holes resulting from ripped or torn filter material around staple punctures are considered damage. Immediately replace respirator if damaged. Staple perforations do not affect NIOSH approval (For 8110S only).
7. Conduct a user seal check before each use as specified in the Fitting Instructions section. **If you cannot achieve a proper seal, do not use the respirator.**
8. Dispose of used product in accordance with applicable regulations.

Use Limitations

1. This respirator does not supply oxygen. Do not use in atmospheres containing less than 19.5% oxygen.
2. Do not use when concentrations of contaminants are immediately dangerous to life and health, are unknown or when concentrations exceed 10 times the permissible exposure limit (PEL) or according to specific OSHA standards or applicable government regulations, whichever is lower.
3. Do not alter, wash, abuse or misuse this respirator.
4. Do not use with beards or other facial hair or other conditions that prevent a good seal between the face and the sealing surface of the respirator.
5. Respirators can help protect your lungs against certain airborne contaminants. They will not prevent entry through other routes such as the skin, which would require additional personal protective equipment (PPE).
6. This respirator is designed for occupational/professional use by adults who are properly trained in its use and limitations. This respirator is not designed to be used by children.



7. Individuals with a compromised respiratory system, such as asthma or emphysema, should consult a physician and must complete a medical evaluation prior to use.
8. When stored in accordance with temperature and humidity conditions specified below, the product may be used until the “use by” date specified on the packaging.

Storage Conditions and Shelf Life

Before use, store respirators in the original packaging away from contaminated areas, dust, sunlight, extreme temperatures, excessive moisture and damaging chemicals. When stored in accordance with temperature and humidity conditions specified below, the product may be used until the “use by” date specified on packaging. Always inspect product and conduct a user seal check before use as specified in the *User Instructions*. **If you cannot achieve a proper seal, do not use the respirator.**



End of Shelf Life

Use respirators before the “use by” date specified on packaging



Storage Temperature Range

-20°C (-4°F) to +30°C (+86°F).



Storage Maximum Relative Humidity

<80% RH

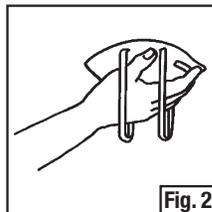
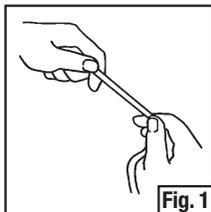
Time Use Limitation

If respirator becomes damaged, soiled or breathing becomes difficult, leave the contaminated area immediately and replace the respirator.

Fitting Instructions

Must be followed each time respirator is worn.

1. Prestretch top and bottom straps before placing respirator on the face (8210/8210MX only) (Fig. 1).
2. Cup the respirator in your hand, with the nosepiece at your fingertips, allowing the headbands to hang freely below your hand (Fig. 2).
3. Position the respirator under your chin with the nosepiece up. Pull the top strap over your head resting it high at the top back of your head. Pull the bottom strap over your head and position it around the neck below the ears (Fig. 3).
4. Place your fingertips from both hands at the top of the metal nosepiece. Using two hands, mold the nose area to the shape of your nose by pushing inward while moving your fingertips down both sides of the nosepiece (Fig. 4).
 ▲ Pinching the nosepiece using one hand may result in improper fit and less effective respirator performance. Use two hands.
5. Perform a User Seal Check prior to each wearing. To check the respirator-to-face seal, place both hands completely over the respirator and exhale sharply. Be careful not to disturb the position of the respirator. If air leaks around nose, readjust the nosepiece as described in step 4. If air leaks at the respirator edges, work the straps back along the sides of your head (Fig. 5). **If you CANNOT achieve a proper seal, DO NOT enter the contaminated area. See your supervisor.**



Removal Instructions

See step 3 of *Fitting Instructions* and cup respirator in hand to maintain position on face. Pull bottom strap over head. Still holding respirator in position, pull top strap over head and remove respirator.

This respirator contains no components made from natural rubber latex.

How to Properly Put on and Take off a Disposable Respirator

WASH YOUR HANDS THOROUGHLY BEFORE PUTTING ON AND TAKING OFF THE RESPIRATOR.

If you have used a respirator before that fit you, use the same make, model and size.

Inspect the respirator for damage. If your respirator appears damaged, DO NOT USE IT. Replace it with a new one.

Do not allow facial hair, hair, jewelry, glasses, clothing, or anything else to prevent proper placement or come between your face and the respirator.

Follow the instructions that come with your respirator.¹

Putting On The Respirator



Position the respirator in your hands with the nose piece at your fingertips.



Cup the respirator in your hand allowing the headbands to hang below your hand. Hold the respirator under your chin with the nosepiece up.



The top strap (on single or double strap respirators) goes over and rests at the top back of your head. The bottom strap is positioned around the neck and below the ears. Do not crisscross straps.



Place your fingertips from both hands at the top of the metal nose clip (if present). Slide fingertips down both sides of the metal strip to mold the nose area to the shape of your nose.

Checking Your Seal²



Place both hands over the respirator, take a quick breath in to check whether the respirator seals tightly to the face.



Place both hands completely over the respirator and exhale. If you feel leakage, there is not a proper seal.



If air leaks around the nose, readjust the nosepiece as described. If air leaks at the mask edges, re-adjust the straps along the sides of your head until a proper seal is achieved.



If you cannot achieve a proper seal due to air leakage, ask for help or try a different size or model.

Removing Your Respirator



DO NOT TOUCH the front of the respirator! It may be contaminated!



Remove by pulling the bottom strap over back of head, followed by the top strap, without touching the respirator.



Discard in waste container.
WASH YOUR HANDS!

Employers must comply with the OSHA Respiratory Protection Standard, 29 CFR 1910.134 if respirators are used by employees performing work-related duties.

¹ Manufacturer instructions for many NIOSH approved disposable respirators can be found at www.cdc.gov/niosh/npptl/topics/respirators/disp_part/

² According to the manufacturer's recommendations

For more information call 1-800-CDC-INFO or go to <http://www.cdc.gov/niosh/npptl/topics/respirators/>



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WHO | WORLD HEALTH ORGANIZATION

Updated 3/30/2020



5 Things to Know

What is COVID-19?

COVID-19 is a disease caused by a new coronavirus, which has not been previously identified in humans. Coronaviruses are a large family of viruses found in both animals and humans.

What are the symptoms of COVID-19?

In most cases, COVID-19 causes mild symptoms including a runny nose, sore throat, cough and fever. It can be more severe for some people and can lead to pneumonia or breathing difficulties. In some cases, infection can lead to death.

How does COVID-19 spread?

COVID-19 appears to spread most easily through close contact with an infected person. When someone who has COVID-19 coughs or sneezes, small droplets are released and, if you are too close, you can breathe in the virus.

Who is most at risk?

We still need to learn more about how COVID-19 affects people. Older people, and people with other medical conditions, such as diabetes and heart disease, appear to be more at risk of developing severe disease.

What is the treatment for COVID-19?

There is no currently available treatment or vaccine for COVID-19. However, many of the symptoms can be treated.

5 Things to Do

Wash your hands frequently.

Wash your hands with soap and water or, if your hands are not visibly dirty, use an alcohol-based hand rub. This will remove the virus if it is on your hands.

Cover your mouth and nose with a flexed elbow or tissue when coughing and sneezing.

Throw away the used tissue immediately and wash your hands with soap and water or use an alcohol-based hand rub. This way you protect others from any virus released through coughs and sneezes.

If possible, keep a distance of 1-metre between yourself and someone who is coughing, sneezing or has a fever.

COVID-19 appears to spread most easily through close contact with an infected person.

Avoid touching your eyes, nose and mouth

Hands touch many surfaces which can be contaminated with the virus. If you touch your eyes, nose or mouth with your unclean hands, you can transfer the virus from the surface to yourself.

If you have fever, cough AND difficulty breathing, seek medical care. Phone ahead and inform the health center when you will visit.

Always follow the guidance of your health care professional or national health advisories.



WHO/WPRO



WHO/WPRO



WHO/WPRO

Novel Coronavirus COVID-19

FOR: HEALTHCARE FACILITY MANAGEMENT

Preparing for COVID-19 at your healthcare facility

Have a triage station at the healthcare facility entrance, prior to any waiting area, to screen patients for COVID-19. This limits potential infection throughout the health care center.

Post information, like posters and flyers, that remind patients and visitors to practice good respiratory and hand hygiene.



Prepare a well-defined and separate waiting area for suspected cases.

Have alcohol-based hand rub or soap and water handwashing stations readily available for the use of healthcare workers, patients and visitors.

Be alert for anyone that may have symptoms such as cough, fever, shortness of breath, and difficulty breathing.

Protect your workforce

Be ready! Ensure your healthcare and triage workers:

- Are trained on the importance, selection and proper use of personal protective equipment
- Are trained to spot symptoms of a potential COVID-19 infection and offer a medical mask to suspected cases
- Know the case definition and have a decision flow diagram available and accessible for reference at the triage station
- Isolate a suspected case promptly
- Perform hand hygiene frequently



Novel Coronavirus COVID-19

FOR: HEALTHCARE FACILITY MANAGEMENT

Managing patients with suspected or confirmed COVID-19 at your healthcare facility

Staff should wear appropriate personal protective equipment when screening patients at the triage station. Provide medical masks to all patients presenting with flu-like symptoms or reporting possible COVID-19 infection. Remind all patients to use good respiratory and hand hygiene.

Managing Placement



- Immediately isolate suspected and confirmed cases
- To reduce stress and anxiety, explain to patients what you do and why you do it
- If possible, place patients in single rooms
- Suspected and confirmed cases should be kept separate
- Maintain at least 1-metre distance between all patients
- Do not put more than one patient in a single hospital bed

Managing the Environment



- Limit the movement of patients within the health center to reduce potential infection throughout the healthcare facility
- If a patient needs to be moved, plan the move ahead: all staff and visitors who come into direct contact with the patient should wear personal protective equipment
- Perform regular environmental cleaning and disinfection
- Maintain good ventilation – if possible open doors and windows

Managing Visitors



- Limit the number of visitors per patient
- All visitors should wear the required personal protective equipment and their visits should be recorded



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FOR: HEALTHCARE WORKERS

Protecting yourself at work from COVID-19



Follow the guidance of your healthcare facility management and talk to your colleagues about agreed COVID-19 safety procedures.



When entering a room with a suspected or confirmed COVID-19 patient, put on:

- disposable gloves
- a clean, long-sleeve gown
- medical mask that covers your mouth and nose
- eye protection such as goggles



Remember

Personal protective equipment should be changed between use and for each different patient. If utilizing single-use personal protective equipment (e.g. single-use masks, gloves, face shields) dispose in a waste bin with a lid and wash your hands thoroughly. Anything single-use cannot be reused or sterilized!



If performing an aerosol-generating procedure, such as intubation, use a particulate respirator such as an N95 – **do a seal check!**



Boots and coverall suits **are not required**

Remember

Don't touch your eyes, nose or mouth with gloves or bare hands until proper hand hygiene has been performed



If you start coughing, sneezing or develop fever after you have provided care, report your illness immediately to the concerned authority and follow their advice



My 5 Moments for Hand Hygiene

Use alcohol-based hand rub or wash hands with soap and water:

1. Before touching a patient
2. Before engaging in clean/aseptic procedures
3. After body fluid exposure risk
4. After touching a patient
5. After touching patient surroundings

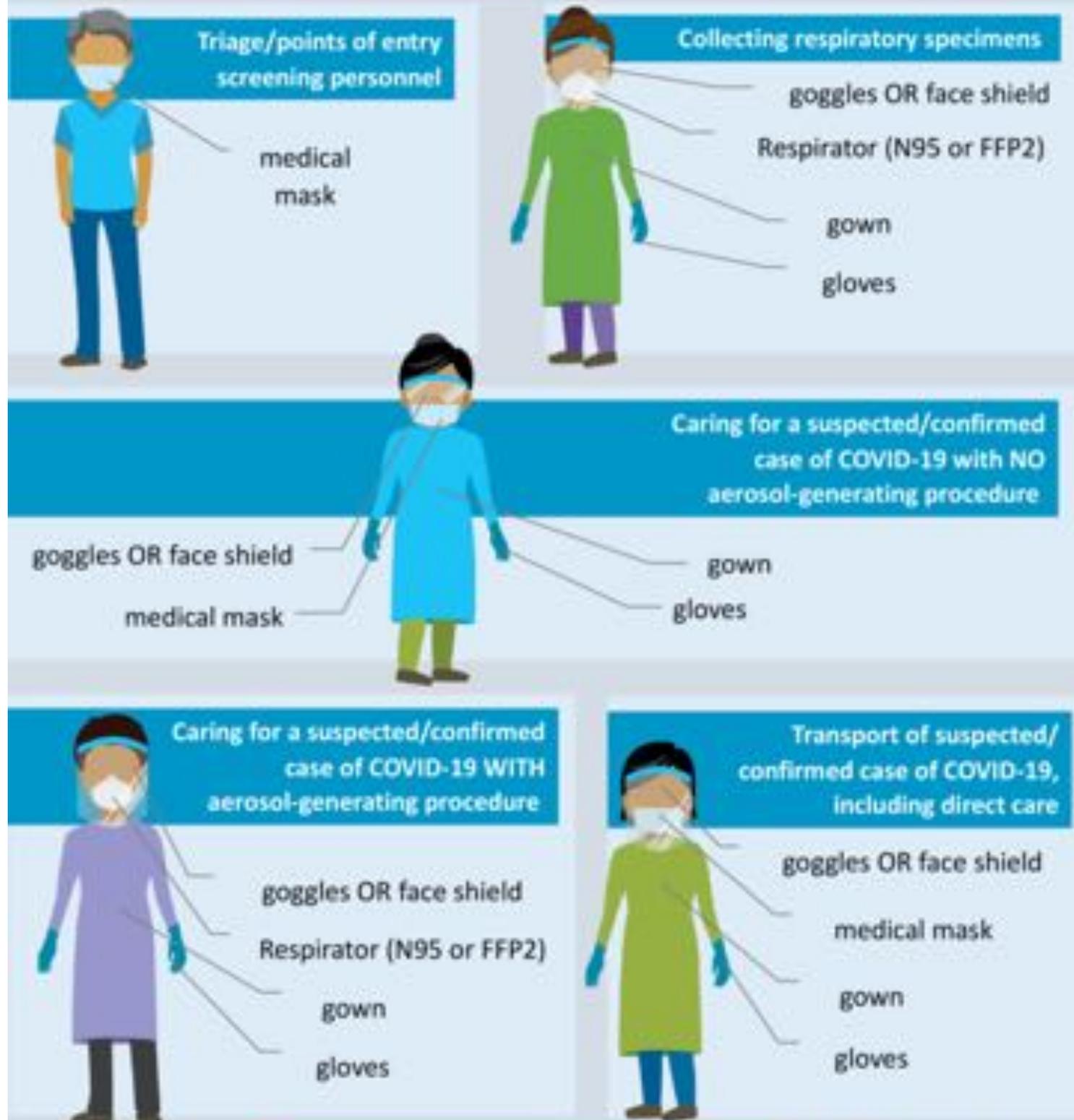


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FOR HEALTHCARE WORKERS

Personal Protective Equipment (PPE) According to Healthcare Activities

Remember Hand hygiene is always important. Clean hands before putting on, and after taking off, PPE.



WHO/PPE



WHO/PPE



WHO/PPE



My 5 Moments for Hand Hygiene

Use alcohol-based hand rub or wash hands with soap and water:



Communicating with patients with suspected or confirmed COVID-19



- Be respectful, polite and empathetic
- Be aware that suspected and confirmed cases, and any visitors accompanying them, may be stressed or afraid
- The most important thing you can do is to listen carefully to questions and concerns
- Use local language and speak slowly
- Answer any questions and provide correct information about COVID-19
- You may not have an answer for every question: a lot is still unknown about COVID-19 and it is okay to admit that
- If available, share information pamphlets or handouts with your patients
- It is okay to touch, or comfort suspected and confirmed patients when wearing PPE
- Gather accurate information from the patient: their name, date of birth, travel history, list of symptoms...
- Explain the healthcare facility's procedure for COVID-19, such as isolation and limited visitors, and the next steps
- If the patient is a child, admit a family member or guardian to accompany them – the guardian should be provided and use appropriate personal protective equipment
- Provide updates to visitors and family when possible



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FOR HEALTHCARE FACILITY STAFF

Coping with stress



It is normal to feel sad, stressed, or overwhelmed during a crisis



Talk to people you trust or a counsellor



Maintain a healthy lifestyle: proper diet, sleep, exercise and social contacts with friends and family

Don't use alcohol, smoking or other drugs to deal with your emotions



If you have concerns, talk with your supervisor, and if you start feeling unwell tell your doctor immediately



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