

THE HIGHLANDS at BRIGHTON
Departmental Policy & Procedure

Department: Nursing/ Infection Control	Effective Date: 9/15/2020	Policy # PDM-1
Title: Community Base Care: Pandemic Infection Policy		Page 1 of 5
This document is not intended to create, nor is it to be construed to constitute a contract between HAB and any of its Associates for either employment or the provision of any benefit. This policy supersedes any policy previous to this policy for the HAB organization and any descriptions of such policies in any handbook of such organization. Personnel failing to comply with this policy may be subject to disciplinary action up to and including termination.		

Prepared by:	Walter Winiarczyk, Administrator Dr. Joseph Nicholas, Medical Director Donna Grosstephan, DON Mary Cole, Infection Control RN
Purpose:	The purpose of this policy is to reduce the risk of spread of Pandemic infection (i.e. Influenza, SARS, COVID-19) transmission to health care workers, residents, volunteers, and other affiliates and to ensure appropriate communication with affected parties.
Applies To:	All Community Based Care/LTC associates, volunteers, students and providers
Policy:	The primary goal is early detection, isolation and treatment of persons with a probable or suspect viral respiratory infection and communication to affected parties. The plan will be periodically updated based on changes from regulatory agencies.
What is a Pandemic	A pandemic is a global outbreak that results from the emergence of a new (novel) virus (not a common seasonal virus) that can cause serious illness in humans, and spreads easily from person to person. Control measures will be instituted based on the case definition identified by epidemiologic criteria from the CENTER FOR DISEASE CONTROL and/or NEW YORK STATE DEPARTMENT OF HEALTH.
Surveillance & Triage	1. Health Care Workers will be alerted to ask appropriate screening and triage questions to staff and residents during the pandemic period. 2. All residents who present with respiratory symptoms should immediately be given a surgical mask if they are able to wear it and be evaluated for influenza

	<p>or other viral respiratory illness.</p> <p>3. Health Care Workers should don appropriate personal protective equipment based on the CDC and NYSDOH guidance.</p> <p>4. Perform contact investigation. Look beyond the resident; contacts may be infectious too. Assess whether roommate or other residents with close contact are ill with similar symptoms. Institute appropriate control measures.</p>
Control Measures:	<p>Until a specific Pandemic viral respiratory illness has been ruled out, enhanced contact / droplet precautions with eye protection will remain intact.</p> <ol style="list-style-type: none"> 1. Appropriate signage describing precautions will be placed on the door to the patient room. 2. Whenever possible residents shall be kept in their room with the door closed. Communal activities will be suspended. 3. Removal of the patient from a specific care area will be decided on a case-by-case basis based on exposure risk and contact tracing. 4. If a resident with suspected pandemic viral illness is transported within the facility for any reason, the resident should have a mask on and all health care workers should have appropriate personal protective equipment. 5. The minimum number of health care workers needed to provide appropriate care should be in proximity to the resident. 6. The Administrator, Director of Nursing and ADON/Infection Preventionist of the facility should be notified immediately if a suspected or probable influenza or other viral respiratory infection is identified. The Infection Preventionist should also notify the Local and State Health Departments. 6. Reassignment for high-risk personnel (if known) such as pregnant and immunocompromised associates to low-risk duties will be determined on a case-by-case basis in conjunction with Associate Health and Resident Care Services. 8. PPE should be removed upon exiting the resident's room as posted on the isolation signs.
Alternate Care Locations: (If available)	<p>In the event of an outbreak of COVID-19, residents will be transferred to Strong Memorial Hospital, Highland Hospital or a COVID-only skilled nursing facility if HAB cannot safely care for the COVID-positive resident. Any resident transferred to the alternate care location shall have their bed reserved for their return when they are able to be removed from isolation to the extent possible.</p>
Supplies:	<p>The Highlands at Brighton in conjunction with the U of R shall ensure that adequate supplies of personal protective equipment and testing equipment are available and readily accessible to staff at all times when needed. Each facility shall stock no less than a fourteen (14) day supply of respirator mask, surgical masks, goggles or face shields, isolation gowns, gloves and sanitizer on site, and additional amounts of these items shall be maintained in The U of R Central Storage area to ensure at least a 90-day supply is available at all times.</p>
Cleaning:	<p>Personnel involved in cleaning and disinfection activities should wear protective attire as is required for precaution type.</p>

	<p>1. Surfaces to be cleaned daily include:</p> <ol style="list-style-type: none"> a. Horizontal surfaces (e.g., over-bed table, night stand) b. Frequently touched surfaces (e.g., bed rails, phone) c. Lavatory facilities <p>2. Terminal cleaning and disinfection following transfer or discharge:</p> <ol style="list-style-type: none"> a. Surfaces described above b. Obviously soiled vertical surfaces c. Frequently touched surfaces such as light cords, switches and door knobs d. Curtain dividers do not need to be changed unless visibly soiled <p>3. Cleaning and disinfectant solutions should be adjusted as necessary beyond hospital approved disinfectant based on CENTER FOR DISEASE CONTROL (CDC) recommendations.</p>
Discontinuing Isolation:	<p>All types of isolation precautions will be discontinued based on clinical evaluation in conjunction with current CDC and NYSDOH recommendations. Discontinuation will be a joint decision between the infection preventionist, director of nursing, and the medical director.</p>
Transporting The Resident:	<p>Transporting the affected resident should be avoided as much as possible. When it is necessary to transport the resident, the following should occur.</p> <ul style="list-style-type: none"> • The resident should be masked • The hallways should be cleared of all residents • A minimal number of health care workers should be involved in the transport • All health care workers should utilize appropriate PPE <p>Care should be taken when transporting the resident from their Room or to any department. Notify the department receiving the patient/resident. The patient/resident should wear a surgical mask during transport. The patient/resident should be transferred with the minimal number of HEALTH CARE WORKERS. Elevators and hallways should be cleared of other people (residents, visitors, employees). The resident should not be placed in waiting rooms or corridors.</p>
Discharging Pandemic Residents	<p>The patient/resident with probable Pandemic conditions can be discharged if appropriate Infection Control measures can be put into place at home. Residents and family members should be advised to use appropriate infection control prevention measures. Consult with the NYS Health Department as necessary</p>
Laboratory Specimen Collection & Handling	<p>Refer to laboratory policies and procedures. For questions, contact the Microbiology Department Phone at: (585) 275-3402.</p>
Education:	<p>Upon hire, all new staff are provided with mandatory education regarding seasonal and pandemic viral conditions as well other required infection control principles at General Orientation.</p> <p>This initial and annual training includes:</p> <ol style="list-style-type: none"> a. types of precautions

	<ul style="list-style-type: none">b. current infection control policiesc. hand hygiene demonstrationd. donning / doffing PPE
Communication:	<p>During a declared Pandemic or other emergency, the facility shall provide regular communication to all residents and their authorized families or responsible parties. The Highlands at Brighton facility shall request and maintain contact information including cell phone, home phone and/or email address..) Should the facility have active cases of the identified viral pandemic condition, they shall communicate with the residents affected and authorized family members/responsible parties on a regular basis, will increased frequency should their loved one experience a change in condition. The regular notification shall include an update on any newly diagnosed cases among residents or staff, or deaths related to the pandemic condition. The facility shall communicate with all patients/residents, families & responsible parties on a weekly basis to indicate current status in the facility. The facility shall designate one or more persons responsible for sending out this messaging. Should the facility have no active cases of the viral condition noted in the Pandemic, this information will be shared with residents, families or responsible parties. Modes of communication include the facility's website or dissemination via mail or email. All residents will have daily access to telecommunication or other means of visitation as permitted by regulatory agencies during the declared pandemic. These methods include videoconferencing, telephone calls, window or other acceptable visitation that complies with physical distancing requirements and shall be at no cost to the resident or family.</p>

<i>Reviewed By</i>	<i>Date</i>	<i>Revised</i>	<i>Reviewed with Staff</i>	<i>Date</i>
Walter Winiarczyk	9/14/20	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Reviewed w/all HAB Staff	9/14/20
Donna Grosstephan	9/14/20	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Mary Cole, RN	9/14/20	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Dr. Joseph Nicholas	9/14/20	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		9/14/20

Appendix A

Respiratory Hygiene/Cough Etiquette to contain respiratory secretions, all persons with signs and symptoms of a respiratory infection, regardless of presumed cause, should be instructed to:

- Cover the nose/mouth when coughing or sneezing.
- Use tissues to contain respiratory secretions.
- Dispose of tissues in the nearest waste receptacle after use.
- Perform hand hygiene after contact with respiratory secretions and contaminated objects/materials.

Healthcare facilities should ensure the availability of materials for adhering to respiratory hygiene/cough etiquette in waiting areas for residents and visitors:

- Provide tissues and no-touch receptacles for used tissue disposal.
- Provide conveniently located dispensers of alcohol-based hand rub.
- Provide soap and disposable towels for handwashing where sinks are available.

Masking and separation of persons with symptoms of respiratory infection

During periods of increased respiratory infection in the community, persons who are coughing should be offered either a procedure mask (i.e., with ear loops) or a surgical mask (i.e., with ties) to contain respiratory secretions. Coughing persons should be encouraged to sit as far away as possible (at least 6 feet) from others in common waiting areas. Some facilities may wish to institute this recommendation year-round.