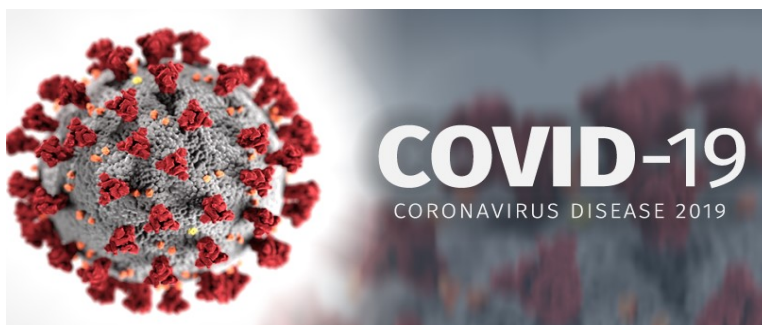


**VERSION: II**

**Date: 10.05.2020**



**COVID-19  
INFECTION PREVENTION & CONTROL  
STANDARD OPERATING PROCEDURE**



**SRI SIDDHARTHA  
ACADEMY OF HIGHER EDUCATION**

**Deemed-to-be-University  
Accredited 'A' Grade by NAAC**

**Established under Section 3 of the UGC Act, 1956  
MHRD, GOI No. F.9-31/2006-U.3 (A) Dtd. 30<sup>th</sup> May 2008**

**Agalakote, B.H. Road, Tumkur – 572107, Karnataka, India**

## **HOSPITAL INFECTION CONTROL COMMITTEE (HICC)**

- 1. Protocol for Patients Entry into Hospital.**
- 2. Protocol For staff members- Teaching & Non-Teaching Faculty.**
- 3. Protocol for Hydroxychloroquine usage as Prophylaxis For SARS-CoV- 2 infection.**
- 4. Protocol for Prescription of Paracetamol, Antihistaminics and Cough Syrups.**
- 5. (COVID-19): Additional guidelines on rational use of Personal Protective Equipment (setting approach for Health functionaries working in non-COVID areas)**
- 6. Self-made facemask and face shield**

### **1.0 Protocol for Patients Entry into Hospital**

- All patients and their attendants have to wear masks compulsorily before being allowed entry into hospital premises.
- **Temperature check:** Body temperature is checked using a thermal scanner and if found febrile, he/she/they will be referred to nearest nodal centre.
- **Hand sanitization:** All patients and their attendants have to use hand sanitizer before entering the hospital.
- **Patient flow process map:**

Following triage map is to be strictly followed in order to ensure appropriate timely care to all patients while maintaining a safe environment.

**Thermal Scanning**

**At Entrance**

**(Front reception 9 AM – 4 PM, Casualty after 4 PM)**



**Hand Sanitizer Usage**



**Reception Counter**  
**(Social Distancing Norms)**



**FLU Clinic / Triage Area**  
**(Questionnaire)**



**COVID Suspect /Case**



**Referral to Nodal Centre**



**Non COVID**



**OPD**



**Laboratory/Radiology**

**Wards**



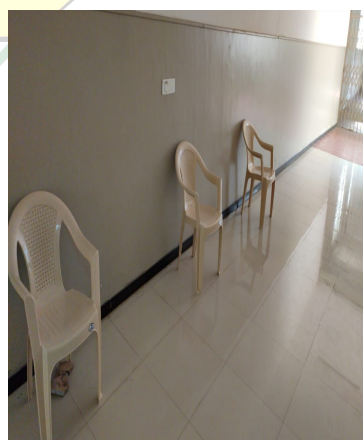
Hospital entrance - Thermal scanning at entrance



Reception area



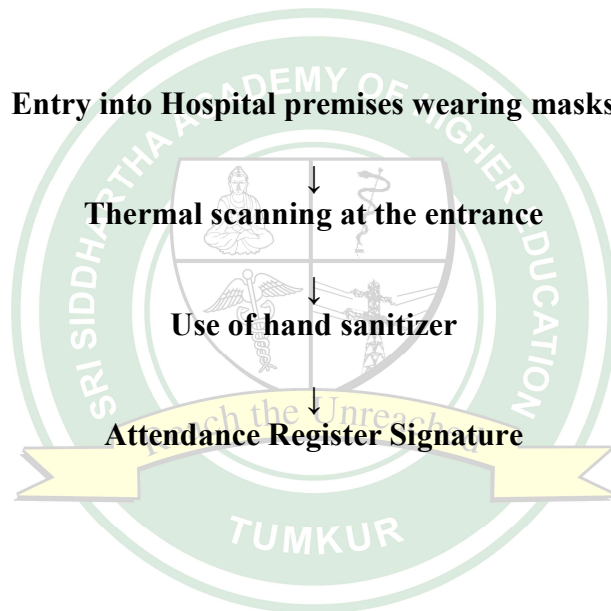
Flu clinic



Waiting area for patients attenders

## **2.0 Protocol for staff members- Teaching & Non-Teaching Faculty**

1. Wear Face mask.
2. Follow hand hygiene strictly.
3. Observe Cough Etiquette.
4. Maintain Social distancing.
5. Avoid unnecessary contact with surface/objects.
6. Do Self monitoring & Self reporting if found to have any Signs & Symptoms.



### **3.0 Protocol for Hydroxychloroquine usage as Prophylaxis For SARS- CoV- 2 infection**

As per the recommendations of ICMR, the following protocol has being drawn for the usage of hydroxy- chloroquine as prophylaxis for COVID- 19 in our institution:

#### **3.01 Eligible individuals:**

- Asymtomatic health care workers involved in the care of suspected/ confirmed cases of COVID- 19. \*
- Asymptomatic household contacts of laboratory confirmed cases

**3.02 Dosage:** 400 mg twice a day on day 1, followed by 400 mg once weekly for next 7 weeks, to be taken with meals.

#### **3.03 Contraindications:**

- In persons with known case of retinopathy, known hypersensitivity to hydroxychloroquine, 4- aminoquinoline compounds.

#### **3.04 Key considerations:**

1. All healthcare workers under chemoprophylaxis are to be counselled to see that a sense of false security is not instilled. They should follow all prescribed infection prevention and control measures for COVID- 19.
2. All healthcare workers should be advised to self monitor and self report to the concerned health authorities in the event of them becoming symptomatic. In the event of any signs and symptoms of Covid 19, they have to be quarantined.
3. All healthcare workers are to be counselled and their consent taken in the prescribed format before administering hydroxychloroquine.

\* Prioritisation and categorisation of all healthcare workers to be given hydroxychloroquine prophylaxis will be done by Pulmonologist.

- The healthcare personnel are advised to consult with the physician/ pulmonologist for any adverse event or potential drug interaction before initiation of medication.

Reference: Indian Council of Medical Research (ICMR) Notification

#### **4.0 Protocol for Prescription of Paracetamol, Antihistaminics and Cough Syrups:**

As per order of Karnataka Health Department, the following guidelines have been drawn regarding prescription of Paracetamol, antihistaminics and cough syrups:

1. The following drugs Paracetamol, cetirizine, chlorpheniramine and cough syrups have to be dispensed only with complete prescription from doctors.\*
  2. The pharmacist should maintain separate register to note the details of all patients coming with prescriptions for the above drugs. The details should include name, age, contact number, complete residential address, drugs prescribed and name of the prescribing doctor.
  3. The register duly maintained has to be shown daily to the medical superintendent and should be countersigned.
- \* The prescription should contain all relevant information such as name of the patient, age, gender, date and time, signature along with complete name and KMC registration number.
- The prescription is not to be issued by nursing personnel.

Reference: Government of Karnataka, Department of Health notification



## **5.0 COVID-19): Additional guidelines on rational use of Personal Protective Equipment (PPES) (setting approach for Health functionaries working in non-COVID areas)**

### **Rational use of PPE for Non COVID hospitals and Non-COVID treatment areas of a hospital which has a COVID block**

The PPEs are to be used based on the risk profile of the health care worker. The document describes the PPEs to be used in different settings:

#### **5.1 Out Patient Department**

| Sl.No | Setting                                       | Activity                                   | Risk     | Recommended PPE   | Remarks   |
|-------|---|--|----------|---|---|
| 1     | Help desk/<br>Registration counter            | Provide information to patients            | Mild     | -Triple layer medical mask<br>-Latex examination gloves             | Physical distancing to be followed at all times   |
| 2     | Doctors chamber                               | Clinical management                        | Mild     | -Triple layer medical mask<br>-Latex examination gloves             | No aerosol generating procedures should be allowed.   |
| 3     | Chamber of Dental/ ENT/ Ophthalmology doctors | Clinical management                        | Moderate | -N-95 mask<br>-Goggles<br>-Latex examination gloves<br>+Face shield | Aerosol generating Procedures anticipated. Face shield, when a splash of body fluid is expected |
| 4     | Pre- anesthetic check-up clinic               | Pre-anesthetic check-up                    | Moderate | -N-95 mask<br>-Goggles*<br>-Latex examination gloves                | * Only recommended when close examination of oral cavity/dentures is to be done                 |
| 5     | Pharmacy counter                              | Distribution of drugs                      | Mild     | -Triple layer medical mask<br>-Latex examination gloves             | Frequent use of hand sanitizer is advised over gloves.  |
| 6     | Sanitary staff                                | Cleaning frequently touched surfaces/Floor | Mild     | -Triple layer medical mask<br>-Latex examination gloves             |   |

Note: Maintain a separate triage area, away from the main out-patient department.



## 5.2 In-patient Department (Non-COVID Hospital & Non-COVID treatment areas of a hospital which has a COVID block)

| Sl.No. | Setting                                   | Activity   | Risk     | Recommended PPE   | Remarks   |
|--------|---|--|----------|---|---|
| 1      | Ward/individual rooms<br>Patients stable. | Clinical management  | Mild     | -Triple layer medical mask<br>-Latex examination gloves   | No aerosol generating activity  |
| 2      | ICU/ Critical care                        | Critical care management                                   | Moderate | -N-95 mask<br>-Goggles<br>-Nitrile examination gloves<br>+Face shield                             | Aerosol generating activities performed. Face shield, when a splash of body fluid is expected   |
| 3      | Ward/ICU /critical care                   | Dead body packing  | Low      | -Triple Layer medical mask<br>-Latex examination gloves   |   |
| 4      | Ward/ICU/ Critical care (Non-COVID)       | Dead body transport to mortuary                            | Low      | -Triple Layer medical mask<br>-Latex examination gloves   |   |
| 5      | Labor room                                | Intra-partum care  | Moderate | -Triple Layer medical mask<br>-Face shield<br>-Sterile latex gloves<br>-N-95 mask*                | Patient to be masked in the Labor room<br>*If the pregnant woman is a resident of containment zone  |
| 6      | Operation Theater                         | Performing surgery, administering general anaesthesia      | Moderate | -Triple Layer medical mask<br>-Face shield (wherever feasible)<br>-Sterile latex gloves + Goggles | Already OT staff shall be wearing<br>For personnel involved in aerosol generating procedures N-95 mask*<br>*If the person being operated upon is a resident of containment zone |
| 7      | Sanitation                                | Cleaning Frequently touched surfaces/floor/ changing linen | Low      | -Triple Layer medical mask<br>-Latex examination gloves   |   |

### 5.3. Emergency Department (Non-COVID)

| Sl.No | Setting   | Activity   | Risk | Recommended PPE   | Remarks                                      |
|-------|-----------|--|------|---|--|
| 1     | Emergency | Attending emergency cases  | Mild | -Triple Layer medical mask<br>-Latex examination gloves                                       | No aerosol generating procedures are allowed |
| 2     |           | Attending to severely ill patients while performing aerosol generating procedure | High | -Full complement of PPE (N-95 mask, coverall, goggle, Nitrile examination gloves, shoe cover) |  |

### 5.4. Other Supportive/ Ancillary Services

| Sl.No | Setting                           | Activity   | Risk             | Recommended PPE  | Remarks |
|-------|-----------------------------------|--|------------------|--|---------|
| 1     | Routine Laboratory                | Sample collection and transportation and testing of routine (non respiratory) samples<br>Respiratory samples | Mild<br>Moderate | -Triple layer medical mask<br>-Latex examination gloves<br>-N-95 mask<br>-Latex examination gloves |         |
| 2     | Radio-diagnosis, Blood bank, etc. | Imaging services, blood bank services etc.   | Mild             | -Triple layer medical mask<br>-Latex examination gloves  |         |
| 3     | CSSD/Laundry                      | Handling linen   | Mild risk        | -Triple layer medical mask<br>-Latex examination gloves  |         |

|   |   |  |     |             |  |
|---|---|--|-----|-------------|--|
| 4 | Other supportive services including Kitchen | Administrative, Financial Engineering** and dietary** services, etc. | Low | -Face cover | ** Engineering and dietary service personnel visiting treatment areas will wear personal protective gears appropriate to that area |
|---|---|--|-----|-------------|--|

### 5.5. Pre-hospital (Ambulance) Services

| Sl.No. | Setting                                   | Activity  | Risk | Recommended PPE   | Remarks  |
|--------|---|---|------|---|--|
|        | Ambulance Transfer to designated hospital | Transporting patients not on any assisted ventilation | Low  | -Triple layer medical mask<br>-Latex examination Gloves                                     |  |
|        |   | Management of SARI patient                            | High | -Full complement of PPE (N-95 mask, coverall, goggle, latex examination gloves, shoe cover) | While performing aerosol generating procedure      |
|        |   | Driving the ambulance                                 | Low  | -Triple layer medical mask<br>-Latex examination gloves                                     | Driver helps in shifting patients to the emergency |

### Points to remember while using PPE

1. Standard precautions to be followed at all times
2. PPEs are not alternative to basic preventive public health measures such as hand hygiene, respiratory etiquettes which must be followed at all times.
3. Always follow the laid down protocol for disposing off PPEs as per hospital guidelines.

In addition, patients and their attendants should be encouraged to put on face cover.

In case a COVID-19 patient is detected in such Non-COVID Health facility, the hospital guidelines for the same has to be followed)

## 6.0 Self made face mask and face shield



*Prepared by*

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**Special Thanks  
To  
Hospital Inspection Committee**