

WRHA Infection Prevention & Control (IP&C) Ebola Virus Disease (EVD) Preparedness Checklist for the Clinic Setting

Strict compliance with IP&C precautions is mandatory to avoid potential exposure to infectious material. Transmission to healthcare workers has been documented when Infection Prevention and Control precautions are not strictly practiced.

Many of the signs and symptoms of EVD are non-specific and similar to those of many common infectious diseases, as well as other infectious diseases with high mortality rates. Transmission can be prevented with appropriate infection control measures.

EVD clients will be cared for in the hospital setting but there is always the risk they will present in the clinic setting. If there is a client under investigation in the clinic setting:

- The Attending Infectious Disease (ID) physician on call **must** be contacted at (204) 787-2071; caller to inform paging the call is Ebola Virus Disease-related
- **AND** the client **must** remain at the clinic until:
 - EVD has been ruled out through consultation with the Attending ID physician **OR**
 - On direction of the Attending ID physician, the client is to be transferred to Health Sciences Centre for further assessment

Each clinic shall develop a plan of action to manage persons under investigation for EVD.


The following is a checklist for the clinic setting, based on the Infection Prevention & Control (IP&C) Management of Ebola Virus Disease (EVD) Operational Directive. The checklist provides practical and specific suggestions to ensure the site is able to **detect** possible EVD cases, **protect** staff, and **respond** appropriately. For complete information, review of the Operational Directive is recommended at: <http://www.wrha.mb.ca/extranet/evd/index.php>

This checklist will assist clinics in preparedness for a person under investigation for EVD. *Use this checklist in conjunction with the [PCPG 13 Ebola Virus Disease Clinical and Operational Toolkit](#) with associated appendices [EVD Clinical Algorithm for Patients Presenting to Primary Care](#), [FMPC Patient Travel and Contact History \(EMR tool\)](#) and the [IP&C Management of EVD Operational Directive: Infection Prevention & Control Management of Ebola Virus Disease \(EVD\) in NON EVD-Designated Units \(outside of JK3 and PICU\)](#)*

This checklist will be updated as new information and resources are available

In the last 21 Days:

- Patient has travelled from Guinea, Liberia Or Sierra Leone*
AND/OR
- Has been in contact with an EVD case
AND/OR
- Has been told they are to self-monitor for EVD
AND
- He/she presents with one or more of the following signs and symptoms that began within 21 days of travel or potential exposure:
 - Fever
 - Malaise/intense weakness
 - Myalgia
 - Headache
 - Sore throat
 - Jaundice
 - Nausea/vomiting
 - Diarrhea
 - Rash (chest, back, stomach)
 - Chest pain

	Has/Have There Been:
	Review of the WRHA EVD Operational Directive
	Review of the WRHA EVD Algorithm for Patients Presenting to Primary Care
	Review the Ebola Virus Disease Clinical and Operational Toolkit PCPG 13 Ebola Virus Disease Clinical and Operational Toolkit with associated appendices: Primary Care Settings Ebola Virus Disease (EVD): Clinical Process Algorithm (Booking Patient Appointment, Patient Attends in Person or for a Clinic Appointment & In- Depth Assessment) and the FM/PC Patient Travel and Contact History Form (located in the EMR)
	Review of the following Occupation Environmental Safety & Health (OESH) documents: <ul style="list-style-type: none"> • http://www.wrha.mb.ca/extranet/evd/oesh.php
	Emphasis on the importance of proper hand hygiene (e.g.: review of hand hygiene LMS or other teaching materials available at: http://www.wrha.mb.ca/extranet/ipc/hand-hygiene.php)
	Appropriate signage posted. Signage can be found at: http://www.wrha.mb.ca/extranet/evd/hcp.php
	Know where to find information sheets for the general public: <ul style="list-style-type: none"> • Use WRHA Public FACT Sheet (English and French) http://www.wrha.mb.ca/extranet/evd/public.php • Digital Temperature Instructions for Patients <ul style="list-style-type: none"> ○ Temp DOT Thermometer Manufacturer See http://medicalindicators.com/tempa%e2%80%a2dot-sterile-thermometer/ ○ How-to-Use Guide Video See http://medicalindicators.com/tempa%e2%80%a2dot-%e2%86%93/how-to-use/ ○ Quick Start Pamphlet Guide Instructions in Celsius See http://medicalindicators.com/2014/2014/wp-content/uploads/2014/06/Quick_Start_Guide_C.pdf
	Masks, tissues, ABHR, and a no-touch waste receptacle made available for the general public to use <ul style="list-style-type: none"> • <i>Ensure supplies are maintained</i>
	Education of the reception staff so they ask every client who presents with basic symptoms listed above to apply a mask <ul style="list-style-type: none"> • Note: this practice of Respiratory Hygiene is to be followed <u>at all times</u>, not just related to EVD preparedness
	Designation of a nurse(s) for each shift who the receptionist can ask: <ul style="list-style-type: none"> • To use the EVD algorithm to promptly follow up with clients who have self-identified and assess need for client placement in an area away from the general public to wait for further assessment? • To use the EVD algorithm to promptly follow up with clients in the waiting areas who are showing signs and symptoms of an acute infection and have NOT identified themselves?
	Designation of a clinic room to put any persons under investigation until they can be assessed. <ul style="list-style-type: none"> • If possible the clinic room should be as far away as possible from high traffic areas e.g.,: away from waiting rooms, other clinic rooms, multi-purpose rooms used by the public • Ensure there is space in the hallway directly outside the clinic room large enough for the dedicated healthcare worker and the assistant to put on and remove PPE. No through traffic is allowed in that area of the hallway while a person is removing PPE. Place tape on the floor to mark an area designated for PPE removal. The healthcare worker does not leave this space until all PPE is removed.

	<p>Designation of a decontamination area. Area will ONLY be used if HCW has had contamination of blood and body fluids on their person (e.g.: been vomited on and contaminated through the PPE).</p> <ul style="list-style-type: none"> • Use either a shower room, single person bathroom or dirty supply room • Consider a space that can be effectively cleaned and disinfected. There will be considerable water splashing and environmental contamination of this area
	<p>Designation of a staff member who will promptly contact IP&C when there is a client under investigation at the clinic</p> <ul style="list-style-type: none"> • The ICP can be reached at (204)833-1743-office OR (204)470-8478-cell
	<p>Designation of a “route of transfer” out of the facility for the person under investigation being transferred out</p> <ul style="list-style-type: none"> • Use the most direct route to the ambulance. The route must minimize contact with other clients and others non-essential to the transport.
	<p>A plan developed in the event the client needs to use the washroom</p> <ul style="list-style-type: none"> • Is there a one-person washroom available or a commode available for use? Consider ability to clean and disinfect the bathroom if used
	<p>A plan for the cleaning and disinfection of the clinic room after the client has been transferred</p> <ul style="list-style-type: none"> • Ensure your site has Oxivir TB RTU available in liquid form as well as Oxivir TB wipes and disposable cleaning cloths – Appendix A is the list of supplies to be ordered by the site • If a client presents at a clinic, IP&C will direct the cleaning and disinfection of the room and equipment
	<p>A supply of the Red Biohazard Bags obtained for all waste/items that cannot be effectively cleaned and disinfected</p>
	<p>Designation of a staff member who will communicate after the client has been transferred with:</p> <ul style="list-style-type: none"> • Occupation Environmental Safety & Health (OESH) • Others as applicable/as instructed
	<p>PPE training</p> <p>Specialized PPE and training MUST occur for sites to be able to use PPE with a PUI for EVD</p> <ul style="list-style-type: none"> • Train the trainer sessions will start in January 2015 <ul style="list-style-type: none"> ○ Each site to designate 2 individuals to attend the training. The sessions will be held at a central location (to be announced) and be approximately one hour in length ○ Trained individuals will then be responsible for training the site staff in PPE usage and doing quarterly updates until further notice ○ Training will be limited to those who may be in contact with a PUI for EVD ○ Appendix B is the list of supplies sites need for PPE training (Note: these items are for training ONLY and not to be use with a PUI for EVD) • Once the train the trainer is completed the site will be given the PPE appropriate for a PUI for EVD. The supplies will be supplied as a GO KIT.

Appendix A: Items to be ordered by the site for cleaning/disinfection

SAP No.	Seq No.	Desc	Quantity Required Per Kit	Order Quantity	Unit of Measure	Cost	Vendor Name	Vendor Cat No.
105983		Disinfectant Oxivir TB RTU	2 bottles	1	case/12	\$51.00	Wood Wyant	9.04E+10
100370		Disinfectant Oxivir TB Wipe CA/12	1 container	1	case/12	\$145.00	Wood Wyant	905144708CS
	986	Cloth, Disposable "J cloth type"	1 box	1	box/100		HSC	
n/a	5076	Basin, Plastic CA/12	1 each	12	case	\$28.22	Cardinal Healthcare	VOL00040

Appendix B: Personal Protective Equipment Training Supplies

***Note:** these items are for **training ONLY** and not to be use with a PUI for EVD

Long sleeved gowns - may be reusable cloth or disposable	may use supplies already in stock on site
Disposable gloves in various sizes (S, M ,L, XL)	may use supplies already in stock on site
Respirator, N95 S/M	may use supplies already in stock on site
Respirator, N95 M/L	may use supplies already in stock on site
7 1/2 inch Face shields	The requester should free text the information in SAP with a header note to indicate "we will request thru HSC". box/25 Seq No. 72321 \$42.85
Cover Fluid Resistant Shoe/Leg	The requester should free text the information in SAP with a header note to indicate "we will request thru HSC" box/50 Seq No. 89141 \$18.86