

PH team checklist for an outbreak of any cases of symptomatic or positive COVID-19 in supported living accommodation following guidance from PHE North West 21.04.2020 for residential care v 5.2 (Cumbria Care Supported Living)

Communication/Scenario	Advice
<p>Supported Living staff should inform their manager/supervisor of an outbreak</p> <p>Public Health England North West team need informed of the outbreak 0344 225 0562 option 0 then option 2 for Cumbria and Lancashire (out of hours PHE on call 0151 434 4819)</p>	<p>Service should contact NHS 111 for advice CCC staff responding to the supported living service can contact the following when further advice is needed.</p> <p>Week days: Health Protection Fiona McCredie 07900 668648</p> <p>OR</p> <p>Debbie McKenna 07769 301904 in hours.</p> <p>Weekends: CCC duty PH consultant out of hours</p>
<p>Advice to Visitors Where possible with service users agreement put up signs at the door stating no visiting</p>	<p>The North West PHE resource pack for care homes has a sign that can be placed on doors with regards to visiting (App 5 PHE NW)</p>
<p>Infection Prevention and Control (IPC) Procedures</p> <p>N.B. All Cumbria County Council IPC policies are freely available at: https://www.cumbria.gov.uk/cumbriacare/our-policiesandprocedures.asp</p> <p>There is a Covid 19 folder with a range of guidance and advice including a Covid19 hospital passport</p>	<p>N.B. In the case of COVID-19 if there is a single or more symptomatic case all outbreak control measures should be implemented.</p> <ul style="list-style-type: none"> • Staff and service users where practically possible should observe the 2 metres apart social distancing. If staff taking breaks - need to consider this • Staff and service users need to be reminded about respiratory and hand hygiene which includes washing of forearms • Ensure adequate supply of PPE, liquid soap, paper towels, tissues and hand sanitiser, escalate any concerns re low stock • An outbreak coordinator (on duty supervisor) should be appointed for each shift to record symptomatic service users. (Template record can be found as Action Card 7 in the PHE North West resource pack). At the start of each shift staff should be checked for symptoms. • All asymptomatic service users must be assessed twice daily for COVID symptoms. This includes: <ol style="list-style-type: none"> 1. temperature check to ensure it is not 37.8⁰ C or above

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	<ol style="list-style-type: none"> 2. a persistent cough, 'flu like illness or worsening shortness of breath has developed 3. Delirium, particularly in those with dementia 4. If any symptom are present isolate and contact NHS 111 immediately for advice (PHE North West Guidance) <ul style="list-style-type: none"> • Staff need to consider and risk assess where service users are residing. The risk of cross infection should be minimised as far as possible • The cohorting of service users to keep asymptomatic service users and symptomatic and confirmed cases separate should be undertaken where possible • All close contacts of a symptomatic service users should also be isolated within their rooms. • Where possible staff should cohort and not work in different work places to minimise cross infection risks • There is specific guidance available for service users being discharged from hospital (Action Card 5 PHE NW provides a checklist to follow and supportive FAQ's at the end of the guidance) https://www.cumbria.gov.uk/elibrary/Content/Internet/327/7041/17918/43951154129.pdf?timestamp=43956103028
<p>Service users who need to go outside for their emotional well being</p>	<ul style="list-style-type: none"> • A risk assessment must be carried out and appropriate measures put in place including appropriate PPE and consideration to national guidance on social distancing. This may mean that service users are driven to open spaces to allow them to exercise safely outside.
<p>Isolation Procedures</p> <p>Isolation of infected service users: IPC Procedure N°13 Isolation</p>	<ul style="list-style-type: none"> • All symptomatic service users must be isolated for the period recommended in the guidance in their own room if possible with en-suite facilities or a dedicated commode. Where this is not possible and there is communal use of toilets and bathrooms

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<p>https://www.cumbria.gov.uk/elibrary/Content/Internet/327/7041/7047/4339793938.pdf?timestamp=43923145645</p> <p>COVID-19 All service users who are classed as extremely vulnerable and should be shielding need to isolate and staff wear full PPE including surgical facemask when providing care within two metres of the service user.</p>	<p>these must be disinfected immediately after each service user's use.</p> <ul style="list-style-type: none"> • A sign should be placed on the bedroom door of the service user stating there is a risk of droplet contamination so staff are reminded to wear the correct PPE. • Isolate the service users who have symptoms for 14 days (this is different to guidance around symptomatic people at home due to service users having a weakened immunity and communal living space PHE North West Guidance). • If service users continue to have a fever after the 14 days they should remain in isolation for 48 hours after this is no longer the case. • The cough may last longer than 14 days but there is no need to continue isolation if fever is no longer present. • If you are worried about your service user ring GP/CHOC for further advice or if urgent the emergency services. • All close contacts of the affected service user must be isolated within their own rooms and full PPE worn when providing care for a period of 14 days. Close contacts includes all people who live in the same accommodation as the symptomatic person (Action Card 5 PHE NW for further advice)
<p>Hand Hygiene</p> <p>Liquid soap and paper towels in all rooms and hand hygiene adhered to</p> <p>IPC Procedure N°23 Standard Precautions https://www.cumbria.gov.uk/elibrary/Content/Internet/327/7041/4339794512.pdf?timestamp=4392395711 & IPC Procedure N°10 Hand Hygiene. https://www.cumbria.gov.uk/elibrary/Content/Internet/327/7041/7047/4339793546.pdf?timestamp=43923101832</p>	<ul style="list-style-type: none"> • Remind managers/supervisors about the bare below the elbow policy and the 5 moments of hand hygiene to include up to the elbows (App 1 PHE NW summarises hand hygiene) • Hand hygiene is essential to reduce the transmission of infection. All staff, service users and visitors should decontaminate their hands when entering and leaving areas where care for both suspected and confirmed cases of COVID-19 is being delivered and where service users are in isolation <p>Hand hygiene must be performed before every episode and after each episode of contact with a service user:</p>

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	<ul style="list-style-type: none"> • Staff must be bare below the elbows • Remove all hand jewellery (a single plain metal ring is permitted but should be removed (or moved up) during hand hygiene) • Finger nails should be clean, short and no artificial nails or nail products worn • Cover all cuts or abrasions with a waterproof dressing
<p>PPE</p> <p>Ensure PPE is available outside client's rooms. Where there is an issue with availability of PPE, escalate to: MAST@cumbria.gov.uk</p> <p>IPC Procedure N° 23 Standard Precautions https://www.cumbria.gov.uk/elibrary/Content/Internet/327/7041/7047/4339794512.pdf?timestamp=4392395711</p> <p>& IPC Procedure N°19 Personal Protective Equipment https://www.cumbria.gov.uk/elibrary/Content/Internet/327/7041/7047/4339794226.pdf?timestamp=43923145645</p> <p>Donning and Doffing PPE visual aid: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/877658/Quick_guide_to_donning_doffing_standard_PPE_health_and_social_care_poster_.pdf</p>	<p>The national PPE guidance as of 21.4.2020 states that there is sustained transmission of COVID-19 in the UK. As a result PPE should be used in all cases of client care within 2m, not just where the client is COVID-19 positive. All PPE should only be used if approved and issued from CCC and have a CE kite mark unless directed by the senior team. (Face visors at present Clinically approved but no CE mark)</p> <p>The following PPE must be used when delivering care to all service users :</p> <ul style="list-style-type: none"> • Disposable aprons • Fluid repellent face mask for all people on a sessional basis where appropriate • Eye protection should be worn where there is a risk of droplet transmission e.g. if the service user has a cough or is sneezing. This needs to be individually risk assessed • Gloves <p>• Disposable apron and gloves should be renewed for each service user contact.</p> <ul style="list-style-type: none"> • Fluid resistant surgical masks and eye protection can be used for a single session of work rather than a single service user contact. <p>• A single session of work is a period of time where the care provider is undertaking duties in a specific setting or environment. The session ends when the care provider leaves the care setting, e.g. completing a specific set of care tasks or moving from one place to another or if the face mask is touched at all.</p> <ul style="list-style-type: none"> • NB. PPE should not be subject to continued use if damaged, soiled, uncomfortable or damp

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	<ul style="list-style-type: none"> • PPE (issued CE marked) should be stored outside the isolation room so staff can put it on before entering the room. This may prove a risk in learning disability/dementia homes so staff will need to consider a safe place to store the PPE. <p>The correct order for putting on PPE before you enter the room is:</p> <ul style="list-style-type: none"> • Perform hand hygiene • Disposable apron • Facemask • Eye protection • Gloves <p>Disposable aprons and gloves must be changed between episodes of care</p> <ul style="list-style-type: none"> • PPE must be removed before leaving the service user's room <p>The correct order for removal of PPE is:</p> <ul style="list-style-type: none"> • Gloves • Hand hygiene • Apron • Eye protection (if used) • Perform hand hygiene • Mask. • Hand hygiene • Used PPE should be double bagged and tied securely. It should be set aside for 72 hours before being disposed of in the usual way • Hand hygiene should be repeated following disposal of PPE <p>(App 4 PHE NW has useful pictures for donning and doffing of PPE)</p>
<p>Disposal of Waste IPC Procedure N° 27 Waste Management https://www.cumbria.gov.uk/elibrary/Content/Internet/327/7041/7047/4304015123.pdf?timestamp=4392315316</p>	<p>For symptomatic or COVID -19 positive service users all waste must be stored for 72 hours before being put out for collection</p> <p>Ensure clinical waste bags are used and dated</p>
<p>Procedure for Laundry IPC Procedure N°13 Laundry including Uniforms</p>	<ul style="list-style-type: none"> • Staff should bring a change of clothing so they can get changed after their shift before returning home. They should place their clothes in a bag and on returning home place them in the washing machine, washed

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<p>https://www.cumbria.gov.uk/elibrary/Content/Internet/327/7041/7047/433979406.pdf?timestamp=43923145433</p>	<p>separately on a 60 degree wash. Staff should then take a shower.</p> <p>When dealing with laundry from a symptomatic or COVID-19 positive service user:</p> <ul style="list-style-type: none"> Any towels or other laundry used by the individual should be treated as infectious and washed at 60 degree or more temperature. They should be placed in a bag and transferred straight to the washing machine. Staff should be wearing PPE when dealing with all laundry. <p>When handling linen do not:</p> <ul style="list-style-type: none"> Rinse shake or sort linen on removal from beds Place unused infectious linen on the floor or any other surface Re-handle used/infectious line once bagged Overfill laundry receptacles Place inappropriate items in laundry receptacle
<p>Specimen Collection</p> <p>Specimens collected and labelled correctly if requested (they will not be accepted by the laboratory and this will delay treatment)</p> <p>IPC Procedure N°22 Specimen Collection</p> <p>https://www.cumbria.gov.uk/elibrary/Content/Internet/327/7041/7047/4339794445.pdf?timestamp=4392315316</p>	<p>Ensure local specimen policies are followed</p>
<p>Environmental Cleaning and Decontamination of Equipment</p> <p>IPC Procedure N°7 Decontamination</p> <p>https://www.cumbria.gov.uk/elibrary/Content/Internet/327/7041/7047/4339793313.pdf?timestamp=4392315043</p>	<ul style="list-style-type: none"> Staff should decontaminate equipment using disinfectant at the right concentration according to the manufactures guidelines. Concentrations of disinfectant differ for body fluids and for those containing blood. Always refer to the policy for Environmental Cleaning and Disinfection. Disposable mops and cleaning cloths should be used for all cleaning of symptomatic and COVID-19 positive service users and where service users are isolating and cleaning fluid discarded and replaced for every symptomatic service users room

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	<ul style="list-style-type: none">• Staff performing cleaning duties should wear PPE.
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