



Standard Operating Procedure

SITE: SIH Nursing	EFFECTIVE DATE: 4/30/20
SUBJECT: In-house COVID testing on a non-COVID unit	REVISION DATE: 6/1/20
DOCUMENT NUMBER:	LOCATION OF TEMPLATE:
AUTHORIZED BY:	DATE:
SOP OWNER: Tera Lannom	

PURPOSE: To ensure staff and patient safety while patients undergo in-house COVID testing on non-COVID units

SCOPE: From the time an in-house COVID test is ordered on a non-COVID unit to the time the lab is resulted

ASSOCIATED DOCUMENTS & PROCEDURES: Isolation signage, COVID patient transportation workflow, Room closed for cleaning sign, and Algorithm for terminal clean can be found at www.sih.net/clinicanportal

Activity / Task	
1	Close patient room door and hang isolation sign "Airborne/Contact/Eye Protection with N95". If the patient has a roommate, move the roommate to a private room. No additional PPE is required for the roommate while results are pending.
2	Notify house supervisor that patient will be undergoing in-house testing
3	Shift supervisor to don appropriate PPE: N95, face shield, gown, and gloves to perform NP swab collection. If goggles are worn rather than a face shield, a procedure mask is to be worn over the N95 for the NP swab. If the shift supervisor is not able to perform the swab, another unit's supervisor or ED RN can complete the specimen collection.
4	Shift supervisor (or delegate that has a N95) to assume care of patient undergoing COVID-19 testing while results are pending.
5	If result is positive, patient is transferred to the COVID unit following the workflow listed on the clinician portal titled "Transportation of COVID-19 Patients: Confirmed or Under Investigation". The former roommate would also be transferred to the COVID unit and remain in isolation for 14 days.
6	After the positive COVID patient and former roommate is transferred to the COVID unit, place the room closed for cleaning sign on the door(s) and follow the "SIH Algorithm for Terminal Clean" process found on the clinician portal.