Standard Operating Procedure

SITE: SIH Nursing	EFFECTIVE DATE: 4/30/20
SUBJECT: In-house COVID testing on a non-COVID unit	REVISION DATE: 9/25/20
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

	TESTING THAT IS ORDERED DUE TO SUSPICION OF COVID
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.
	TESTING THAT IS ORDERED DUE TO PRE-PROCEDURE OR REQUIRED AT DISCHARGE BY ACCEPTING FACILITY
1	RN performs the anterior nares specimen collection. RN to wear mask and eye protection. Insert swab at least 0.5 inch inside nostril and firmly sample the nasal membrane by rotating the swab and leaving in place for 10-15 seconds. Sample both nostrils with the same swab. Airborne precautions is not required since the anterior nares specimen collection is not an aerosol generating procedure. The roommate may remain in the room.