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| WORK STANDARD |  Saskatchewan Health Authority | | Title: Transport of Clients to External Locations During COVID-19 Pandemic |
| | Role performing Activity: Contracted transportation companies | | |
| | Location: Saskatchewan Health Authority | Department/Unit: Community Areas | |
| | Document Owner: Primary Health Care | Date Prepared: April 29, 2020 | |
| | Last Revision: June 12, 2020 | Date Approved: May 4, 2020 | |
| Related Policies/Documentation: SHA 0035 COVID-19 Pandemic – Vendor Vehicle Cleaning Checklist | | | |

Work Standard Summary: This Work Standard provides guidance for transporting of Person of Interest or confirmed COVID-19 clients to an external location such as Testing and Assessment Centres, from a centre to a hotel or from home/hotel to an essential medical service.

| Essential Tasks: | |
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| 1. | <p>How coronavirus spreads</p> <p>Human coronaviruses cause infections of the nose, throat and lungs. They are most commonly spread from an infected person through:</p> <ul style="list-style-type: none"> • respiratory droplets generated when a person coughs or sneezes • close, prolonged personal contact, such as touching or shaking hands • touching something with the virus on it, then touching your mouth, nose or eyes before washing your hands <p>Symptoms may include fever, cough, and shortness of breath. More serious symptoms include difficulty breathing.</p> <p>COVID-19 symptoms may take up to 14 days to appear after exposure to the virus.</p> |
| 2. | <p>Provide the following information sheets to the vendor: Refer to the Government of Saskatchewan COVID-19 website for more information as required.</p> <ul style="list-style-type: none"> • About COVID-19 information sheet. • Donning Personal Protective Equipment (masks, gloves, etc.) • Doffing Personal Protective Equipment (masks, gloves, etc.) |

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| 3. | <p>Drivers, clients, and support persons should at all times:</p> <ul style="list-style-type: none"> ● Follow good hand hygiene using alcohol based hand rub (70-90% alcohol or more) until hands are dry. <ul style="list-style-type: none"> ○ Perform hand hygiene prior to putting on gloves and after taking off gloves. ● Avoid touching face, eyes, nose or mouth, especially with unwashed hands. ● Cough and sneeze into a tissue (preferable) or their sleeve and not their hands. ● Maintain social distancing (2 meters or more). ● The driver or designated cleaner should clean and disinfect the vehicle after each client. Refer to Section 6 - Cleaning and Disinfection of Transport Vehicles. |
| 4. | <p>Guidelines for transport:</p> <ul style="list-style-type: none"> ● Consult with the health professionals requesting the transport for specific instructions. <ul style="list-style-type: none"> ○ <i>If possible, dedicate a transport vehicle and driver for clients with these types of illnesses.</i> ● Ensure vehicle has been cleaned and disinfected after each client. ● Only transport one symptomatic client (and their support person) at a time to maintain isolation of the client. ● The driver and support person should self-monitor for 14 days for one or more symptoms of COVID-19. Go about their day but avoid crowded places and increase their personal space from others, whenever possible. If they notice symptoms consistent with COVID-19, they are to self-isolate and call 8-1-1 for further direction. ● Supply each transport vehicle with required supplies: <ul style="list-style-type: none"> ○ At least two bottles of alcohol-based hand rub (70-90% alcohol or more), one for the driver and one for the client and support person. ○ Procedure masks, disposable gloves. ○ Garbage bin with liners and lid. <p style="margin-left: 40px;">NOTE: If possible, use a non-touch garage bin.</p> <p>Supplies:</p> <ul style="list-style-type: none"> ● Garbage bin with liners and lid ● Alcohol based hand rub (70-90% alcohol content or more) ● Disinfectant (spray or wipe) ● Disposable gloves ● Paper towels ● Medical Procedure Masks ● Disposable Gown* ● Eye protection (goggles or face shield)* <p>*If the client is known or suspected to have COVID-19 or has a cough, fever, shortness of breath and/or difficulty breathing, additional PPE may be required for transport driver (see Section 4 - Transport Procedures for PPE process).</p> |

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| 5. | <p>Transport procedures:</p> <p>For <i>suspected or confirmed</i> COVID-19 clients or clients who have a cough, fever, shortness of breath and/or difficulty breathing:</p> <ul style="list-style-type: none"> • Clients and support persons should follow the guidance of health professionals requesting the transport with respect to personal protective equipment. • At minimum, the client should be wearing a procedure mask. • If the driver or support persons will be assisting a symptomatic client with loading or unloading, the driver must wear a procedure mask, gown, gloves and eye protection (personal protective equipment). <ul style="list-style-type: none"> ○ Perform hand hygiene with alcohol based hand rub prior to donning and after doffing protective equipment. ○ Gloves should only be used if having direct contact with the patient. If gloves are required, driver to remove gloves and perform hand hygiene with alcohol based hand rub prior to driving . ○ Gloves should not be worn while driving as it will contaminate steering wheel and other cabin surfaces. ○ The driver must follow appropriate training/instructions provided by recognized trainers when donning and doffing personal protective equipment. • If the driver can maintain a 2 metre distance from the client, and the client is wearing a mask, no personal protective equipment is needed. • If the driver cannot maintain a 2 metre distance, personal protective equipment is needed. The eye protection should not impair the vision of the driver. These interactions should be as minimal as possible. • The driver may be required to deliver a mask to the client prior to loading the vehicle. To deliver a mask to a client the driver must wear a procedure mask, gown, gloves and eye protection (personal protective equipment). |
| 6. | <p>For clients who are <u>not</u> suspected or confirmed to have COVID-19 and do <u>not</u> have a cough, fever, shortness of breath and/or difficulty breathing.</p> <ul style="list-style-type: none"> • Follow all precautionary instructions specified by the guidance of health professionals requesting the transport. • Drivers, clients and support persons should perform hand hygiene with ABHR immediately before entering the vehicle. • Place client and support persons in seat furthest distance from driver to observe a 2 metre distance (2 arm lengths). |

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| 7. | <p>Cleaning and Disinfection after transport of <u>each client</u>:</p> <ul style="list-style-type: none"> Put on personal protective equipment as per the guidance of health professionals requesting the transport. Always wear closed shoes/boots. <p><i>If a client is known or suspected to have COVID19, or had a cough, fever, shortness of breath and/or difficulty breathing, the following should be worn when cleaning and disinfecting:</i></p> <ul style="list-style-type: none"> Disposable gloves Disposable gown Eye protection Procedure mask <p>If the client does not fall into these two categories:</p> <ul style="list-style-type: none"> disposable gloves are to be worn. a gown may be indicated if the driver may have contact with contaminated surfaces. <ul style="list-style-type: none"> Clean all frequently touched surfaces to remove visible dirt; use regular household soap or detergent and water. Disinfect all frequently touched surfaces to kill germs and viruses on surfaces; most effective after surfaces are cleaned. <ul style="list-style-type: none"> Commercial disinfectant (including wipes) that has a Drug Identification Number (DIN) and a virucidal claim (removes 99.9 % of viruses, bacteria). Follow the instructions on the label; or Bleach water solution: one (1) part bleach and nine (9) parts water in a labelled spray bottle. Prepare new solution daily. Caution should be used if used as may damage upholstery. Use eye protection when spraying /preparing in case of chemical splash. Alternatively, a combined cleaner/disinfectant product could be used. | |
| 8. | <p>Steps for Cleaning Procedures:</p> <ol style="list-style-type: none"> Avoid touching your face, eyes, nose, and mouth. Avoid direct contact with body fluids. If body fluids are present (nose/mouth excretions, blood, vomit, diarrhea, etc.) put on disposable gloves and use paper towels to absorb prior to cleaning. Clean visibly soiled surfaces with detergent/cleaner. Use only disposable cloths (paper towels or wipes). Clean all frequently touched surfaces. Place used paper towels in garbage bin. Apply disinfectant to the surface as per manufacturer’s instructions. Surface should be moist – follow manufacturer contact time. Allow to air dry. Remove personal protective equipment according to information provided, and dispose of them. Only remove personal protective equipment when the above cleaning is done, following the same order for removing the equipment as on the previous page. Dispose in garbage bin. Dispose of waste daily according to health facility infectious waste disposal procedures. Perform hand hygiene using alcohol based hand rub (70-90% alcohol content or higher) if soap and water not available. Complete the COVID-19 Vendor Vehicle Cleaning Checklist (SHA 0035). | <p>Frequently touched surfaces:</p> <ul style="list-style-type: none"> Seats/seat back Door handles Overhead grab handles Windows Lock buttons Seat belts/buckles Center console Arm rests |
| 9. | <p>Concerns regarding unprotected exposure should be directed to the local health care provider or HealthLine at 8-1-1.</p> | |