

Checklist for Management of Infectious Disease Emergency Response (IDER)

Front

- ☐ If patient presents with active respiratory symptoms, provide patient surgical mask.
- ☐ Patient assigned to wait in designated area.
- ☐ Notify clinic manager; if manager is not immediately available, notify lead clinical staff member.
- ☐ Call the designated clinical staff to secure room and escort patient.

Clinical Staff

- ☐ Place patient in exam room.
- ☐ Place appropriate isolation sign on door.
- ☐ Ensure appropriate PPE is available based on the type of isolation recommended.
- ☐ Ensure biohazard disposal containers available.
- ☐ Cavicide (disinfectant) is located in the Emergency cart.
- ☐ Wear appropriate Personal Protective Equipment (PPE) per isolation type.
- ☐ After care is provided to patient, remove PPE and discard in biohazard.
- ☐ Observe hand hygiene as indicated by type of isolation.
- ☐ Limit healthcare workers entering room.

If patient requires transfer to Baylor St. Luke's Medical Center (BSLMC) and has routine Infectious Disease (e.g.: Influenza; TB; C-DIFF):

- Notify Emergency Department @ 832-355-2121 or
- Admitting office @ 832-355-5000
- Ensure patient wears a mask as appropriate and that escorting staff wear indicated PPE.

If patient requires transfer to Baylor St. Luke's Medical Center (BSLMC) for critical Infectious Disease disaster (e.g.: Ebola; Coronavirus (i.e. MERS, SARS))

1. Notify BCM Quality Nurses as follows:
 - Contact designated Quality Nurses - qualitynurses@bcm.edu
 - **Angela Sterling @ 713-301-6208**
 - **Tera Skeen @ 281-639-1873**
 - If building designated Quality Nurses does not respond, please contact 2nd Quality nurse
 - If neither Quality Nurses respond, please contact **Lisa Icard, Director of Nursing 661-210-6380**
2. Call **BSLMC Infection Control Department @ 832-355-3174**; BCM ID on call 713-798-2900 Option #2 and Emergency Department @ 832-355-2121 to inform of suspected IDER.
3. Call **911** and inform of suspected IDER.
4. Call **Security** to secure empty hallway and elevator for patient transport.
5. Call **Office of Environmental Safety** to coordinate clean up.