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.