

Information for Residential Aged Care Facilities

COVID-19 Management in Aged Care Checklist

Suspected COVID-19		
RESPONSE	ACTION	
Identify symptomatic resident suspected COVID-19	<p>Assess residents for signs and symptoms of COVID-19 and identify any resident who meets the criteria for testing:</p> <ul style="list-style-type: none"> • Fever OR chills with no alternative illness that explains these symptoms • Acute respiratory infection (e.g. cough, sore throat, runny nose, shortness of breath) • Loss of taste and smell <p><i>For the most up to date case definition, refer to the Communicable Diseases Network Australia Series of National Guidelines (SoNG).</i></p>	<input type="checkbox"/>
	<p>Escalate to RACF Clinical Manager to discuss each resident with suspected COVID-19 with GP and arrange domiciliary / local regional LHN testing for all symptomatic residents. Residents do not need to be transferred to hospital via SAAS for testing, unless they are clinically unstable.</p> <p><i>For testing Contact SA Pathology on 8222 3000 or ClinPath on 1800 570 573 (dedicated ACF hotline) for assistance with collection and urgent testing.</i></p>	<input type="checkbox"/>
	<p>Isolate symptomatic resident to their room with unshared bathroom.</p> <p>Place <u>ALL</u> of the following outside affected residents' rooms:</p> <ol style="list-style-type: none"> 1. Contact and droplet precaution signs 2. Alcohol-based hand rub 3. Appropriate personal protective equipment with hands-free disposal mechanism <p>(Refer to CDNA Guidelines for guidance if single rooms are not available)</p>	<input type="checkbox"/>
	<p>Staff to use appropriate PPE until resident confirmed negative; if confirmed positive refer to the below Positive Checklist.</p>	<input type="checkbox"/>

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Confirmed Positive COVID-19		
RESPONSE	ACTION	
Confirmed COVID-19 positive resident	Site manager activates outbreak management plan follows checklist.	<input type="checkbox"/>
	Isolate all residents with COVID-like illness to their rooms and contain units. <i>Isolated residents leaving their room must wear a surgical mask.</i>	<input type="checkbox"/>
	Assign specific staff to care of affected residents in isolation and restrict movements of staff between units.	<input type="checkbox"/>
	Notify internal Outbreak Coordinator and the management team.	<input type="checkbox"/>
	Collect relevant resident/staff data in preparation for telephone interviews with CDCB.	<input type="checkbox"/>
	Contact SAAS to arrange transfer of resident(s) with confirmed COVID-19 to hospital. If the resident has an Advance Care Directive, ensure it accompanies the resident to hospital. Following confirmation of multiple positive cases, assume all residents who develop COVID-like illness are positive and arrange for them to be transferred to hospital for further management. Notify NOK of transfer. <i>All residents being transferred to hospital must wear a surgical mask and staff must wear appropriate PPE.</i>	<input type="checkbox"/>
Notify Government Departments and Health Care Professionals	Notify the Communicable Disease Control Branch (CDCB) on 1300 232 272 immediately. Ensure you identify yourself as calling from a high risk residential setting and request to talk to a CDCB doctor. Identify and Outbreak Coordinator and advise CDCB of their details. <i>CDCB will notify the SCC-Health Outbreak Coordination Team.</i>	<input type="checkbox"/>
	Contact RAH ED COVID-19 Consultant on 0401 718 961 to advise of imminent SAAS transfer of COVID-19 positive resident (and other unwell residents if applicable).	<input type="checkbox"/>
	Contact SA Pathology on 8222 3000 or ClinPath on 1800 570 573 (dedicated ACF hotline) for assistance with collection and COVID-19 testing for other relevant residents and staff.	<input type="checkbox"/>
	Notify the Commonwealth Department of Health of any <u>confirmed</u> cases of COVID-19 via email: agedcareCOVIDcases@health.gov.au .	<input type="checkbox"/>
	Notify GPs and any other visiting health professionals or ancillary workers of the COVID-19 positive case – refer to CDNA National Guidelines for Prevention, Control and Public Health Management of COVID-19 outbreaks in Residential Care Facilities in Australia for draft notification letter for GPs	<input type="checkbox"/>

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Implement additional infection control measures	Activate PPE plan, nominate fit checker, and review stock levels of PPE and hand sanitiser.	<input type="checkbox"/>
	Reinforce standard precautions (hand hygiene, cough etiquette and social distancing in communal areas) throughout the facility, as well as contact and droplet precautions, including donning and doffing of PPE.	<input type="checkbox"/>
	Display outbreak signage at entrances to the facility.	<input type="checkbox"/>
	Implement clinical review (Line List and symptom checker provided by CDCB) and ongoing surveillance of all residents and staff.	<input type="checkbox"/>
Notify Residents and Families	Increase the frequency and intensity of environmental cleaning.	<input type="checkbox"/>
	Inform residents, substitute decision-makers, persons responsible/family and all staff (clinical and non-clinical) of COVID-19 positive case(s).	<input type="checkbox"/>
Restrict <i>The PHRRT will be onsite to assist in the management of access to the facility</i>	Provide residents, family or representatives with contact details for the Aged Rights Advocacy Service (ARAS) if they are seeking advocacy support: (08) 8232 5377 or 1800 700 600 (Toll Free).	<input type="checkbox"/>
	Avoid non-essential resident transfers. <i>Essential transfers include:</i> <ul style="list-style-type: none"> • <i>public or private specialist outpatient reviews – contact specialist or outpatient departments (OPD) to determine potential for telehealth review</i> • <i>emergency department attendances</i> 	<input type="checkbox"/>
Monitor <i>The Public Health Rapid Response Team (PHRRT) will be onsite providing clinical and infection control support throughout the period of an outbreak.</i>	Cancel all non-essential visits and group activities, and restrict all non-essential visitors to the site	<input type="checkbox"/>
	Continue to monitor outbreak progress through increased observation of residents and staff for fever and/or acute respiratory illness. <i>This will be supported by the Public Health Rapid Response Team (PHRRT) – Refer</i>	<input type="checkbox"/>
	Update the Line List provided by CDCB with positive and negative test results and send this information daily to CDCB at HealthDSIU@sa.gov.au	<input type="checkbox"/>
	Monitor levels and ensure timely ordering of essential supplies, including: <ul style="list-style-type: none"> • PPE – if PPE stocks low and / or supply chains are compromised, email agedcareCOVIDPPE@health.gov.au and notify the PHRRT if supply is critically low • Alcohol-based hand rub, paper towels and cleaning materials • Resident medication, particularly antibiotics and end of life medication • Supplies to ensure daily care needs are met (e.g. food, continence aids, etc.) 	<input type="checkbox"/>
	Monitor staff sick levels and institute workforce management plan to ensure timely activation of surge workforce if required. <i>Eligible approved age care providers can access temporary surge workforce support through the My Aged Care Provider and Assessor Helpline on 1800 836 799.</i>	<input type="checkbox"/>
Monitor ability to maintain business continuity – review business continuity plan	<input type="checkbox"/>	

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End outbreak	No new cases for 14 days from onset of symptoms in last case: PHRRT will declare the outbreak closed and RACFs can return to BAU.	<input type="checkbox"/>
	Send final detailed case list to CDCB at HealthDSIU@sa.gov.au	<input type="checkbox"/>
	Review and evaluate outbreak management.	<input type="checkbox"/>

For more information

Office for Ageing Well
 Department for Health and Wellbeing
 SA Health, Government of South Australia

www.sahealth.sa.gov.au/COVID2019

Information updated 26 May 2020

