

Procedure

Storage and use of iPads for patients in isolation



Western Health

COVID - 19

Be Safe -- Be Smart -- Be Kind

Procedure

Procedure, storage and usage

This document outlines the procedure, storage and use of iPads to support the communication between patients who are in isolation due to COVID-19 and family members who may provide emotional comfort.

Clean the iPad with a Clinell wipe and place in a zip lock bag big enough to cover the iPad before storing

Store the designated iPad and charger in the medication room cupboard. Complete the stock check each shift as part of the DD check.

Assist patients to FaceTime relatives using the instructions below.

Remove and discard the zip lock bag covering the iPad after each use and wipe the iPad with a Clinell wipe before storing in a new zip lock bag.

Return the iPad straight to the medication room cupboard after cleaning & storing in a new zip lock bag.

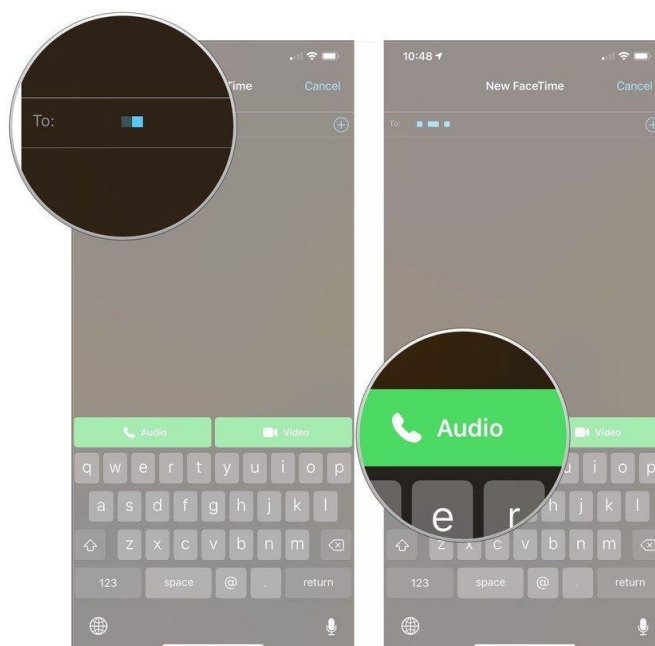
To charge the iPad, following cleaning of the iPad, open the zip lock bag and connect the iPad to the charger. Keep the iPad in the zip lock bag.

How to make a Face Time Audio or Video call on your iPad

1. Open **FaceTime** on your iPad.
2. Tap the **+** button.
3. Type the **name**, **email address** or **number** that you want to call.



4. Enter more **names, email addresses** or **numbers** if you want to create a group call.
5. Tap **Audio** or **Video** to start your call.



6. After the end of the call, swipe the call details left and delete

NOTE: FaceTime ID of each iPad can be found in Settings and also labelled behind the cover.



How to make a FaceTime Audio or Video call on your iPad Alternative Instructions

Some iPads may have an alternative version of FaceTime installed. If so, please use these instructions to make a FaceTime Audio or Video call.

1. Open **FaceTime** on your iPad



2. Type the **name**, **email address** or **number** that you want to call.

3. Tap  for **audio** call or  for **video** call

4. After the end of the call, swipe the call details left and delete

NOTE: Facetime ID of each iPad can be found in Settings and also labelled behind the cover