

# Clinical Guideline Creation or Update



## COVID-19 Clinical Guideline

### Creation of document

- Need for guideline established - please discuss with [James.Molton@wh.org.au](mailto:James.Molton@wh.org.au) prior to any new content creation in case this is already being addressed.
- Content created alongside relevant stakeholders
  - This must include the department unit head
  - Consider early review/involvement of COVID-19 taskforce
    - James Molton ([James.Molton@wh.org.au](mailto:James.Molton@wh.org.au)), cc in Adrian Tramontana and Marion Kainer
- Avoid re-creating pre-existing documents. In particular: the WH PPE guideline, safe use of respiratory guideline, and de-isolation guideline. Instead, reference the existing ones. This is important as these guidelines are subject to change and your document may become outdated quickly.

*Consider:* Is this a QRG or a Guideline? This determines the location of the document on upload, and approval process. Please familiarize yourself with the [COVID-19 microsite](#).

- Quick reference guide (QRG) – see below
- Clinical guideline – see below
- [Download COVID-19 Microsite Template for Upload Request](#)
  - Found under “M” on QRG

## Approval

All COVID-19 related guidelines need to undergo COVID-19 approval process *in addition* to standard unit/divisional governance.

Review required	COVID-19 Response	Executive Sponsor
QRG	Dependent on content	Kate Cranwell +/- Paul Eleftheriou
Clinical Guideline	Dependent on content	Paul Eleftheriou

## Upload

Once the above has been completed and document approved by the Executive Sponsor, then send the following documents to [COVID-microsite@wh.org.au](mailto:COVID-microsite@wh.org.au)

- Document (in word doc and PDF)
- Submission form: can be found in the microsite template document

## Editing existing flow diagrams created alongside Beauty Within Medicine

- Confirm changes with key author of document & James Molton
- Contact Lucy Desmond
  - [Lucy.Desmond@wh.org.au](mailto:Lucy.Desmond@wh.org.au)  
and cc Paul Eleftheriou
  - Changes can generally be made within 24 hours
  - Approval processes still apply before upload to microsite
- Existing flow diagrams include
  - Patient Care Summary
  - Use of respiratory therapy on the ward
  - Risk assessment, de-isolation, and cohorting of inpatients guideline
  - Discussing goals of care and ARPs