

# Workflow for handling COVID-19 positive results for inpatients



COVID - 19

Be Safe -- Be Smart -- Be Kind

*This QRG is relevant to medical staff working on inpatient units at Western Health.*

*Dorevitch Pathology will contact the following doctors with positive COVID-19 results:*

## Western Health inpatients

- 08:00-16:30, Monday - Friday excluding public holidays: Treating team
- Outside the above hours: ID Consultant On Call
- During periods of surge the lab may pass all positive results to the De-isolation HMO who will then contact the inpatient team and inform them of the result

## □ General approach:

- Be targeted with information gathering
- Encourage the patient to be prepared for the Department of Health (DH) to take detailed information
- Pass on the relevant information to DH/WPHU as early as possible to commence contact tracing

*On receiving a call from the lab, or from the Sunshine COVID Testing Clinic HMO regarding a Confirmed COVID-19 result for one of your inpatients, please follow the steps below.*

Task	Action
Gather the relevant information	<ol style="list-style-type: none"> <li>1. Identify the patient by confirming the following detail with the lab: <b>Patient's name, DOB, UR number, Date the test was taken</b></li> <li>2. Cross-reference the EMR to confirm the test results</li> </ol>
Inform the patient	<p><b>Tell the patient:</b></p> <ol style="list-style-type: none"> <li>1. They have tested positive for COVID-19</li> <li>2. Their case has been notified to DH who will be in contact with them shortly (confirm the correct phone number and ask to keep their phone nearby).</li> <li>3. If the patient is discharged prior to being deisolated, they need to isolate at home until DHHS advises them they can leave isolation.</li> <li>4. <b>Ask the patient to notify household contacts</b> and advise them to: <ul style="list-style-type: none"> <li>• Quarantine at home and wait for further advice from the DHHS</li> <li>• If the household contacts do not hear from DHHS, advise them to contact the Victorian Coronavirus Hotline on <a href="tel:1800675398">1800 675 398</a></li> </ul> </li> </ol> <p>Further advice is available through the Victorian Government website <a href="https://www.coronavirus.vic.gov.au/what-to-do-if-you-have-covid-19">https://www.coronavirus.vic.gov.au/what-to-do-if-you-have-covid-19</a> &amp;</p>

	<a href="https://www.coronavirus.vic.gov.au/sites/default/files/2021-05/What-to-do-if-you-have-tested-positive-for-COVID-19-310521.docx">https://www.coronavirus.vic.gov.au/sites/default/files/2021-05/What-to-do-if-you-have-tested-positive-for-COVID-19-310521.docx</a>
<b>DH Notification</b>	<p><b><u>Notify DH</u></b></p> <ul style="list-style-type: none"> <li>Use the DH online notification form: <a href="https://forms.business.gov.au/smartforms/servlet/SmartForm.html?formCode=novelcoronavirus">https://forms.business.gov.au/smartforms/servlet/SmartForm.html?formCode=novelcoronavirus</a></li> <li>Record the DH notification Tracking Code <ul style="list-style-type: none"> <li>Document the Tracking Code on the EMR</li> <li>Reference this code to WPHU</li> </ul> </li> <li>Request a copy of the notification receipt to be sent to <a href="mailto:RACDR@wh.org.au">RACDR@wh.org.au</a></li> </ul>
<b>Western Public Health Unit, Infection Prevention &amp; RACDR notification</b>	<p><b>Email WPHU, Infection Prevention, and RACDR</b></p> <p>Forward on patient details and DH Online Notification Tracking Code to the following <b>three</b> emails:</p> <ol style="list-style-type: none"> <li><a href="mailto:RACDR@wh.org.au">RACDR@wh.org.au</a></li> <li><a href="mailto:WHSInfectionControl@mh.org.au">WHSInfectionControl@mh.org.au</a></li> <li><a href="mailto:WPHU@wh.org.au">WPHU@wh.org.au</a></li> </ol>
<b>Documentation</b>	Document in <b>Documentation</b> on EMR the above conversations and the DHHS Online Notification Tracking Code
<b>Add EMR alerts</b>	<p>Open <b>Dx Problems/Alerts</b> on EMR</p> <ul style="list-style-type: none"> <li>For tests performed by Dorevitch, a “COVID Confirmed” alert will be automatically generated on EMR. <ul style="list-style-type: none"> <li><b>If the result is called through before it has been uploaded to EMR, you may not see the alert. You’ll need to manually add an “Infectious risk – COVID Confirmed” alert.</b></li> </ul> </li> <li>For tests performed by VIDRL, you will need to manually add an “infectious risk – COVID Confirmed” alert to the patient’s EMR.</li> <li>Refer to <a href="#">QRG EMR - COVID-19 - Infectious Risk Alerts</a> for instructions.</li> </ul>
<b>Bed placement consideration</b>	<ul style="list-style-type: none"> <li>COVID-19 confirmed cases can be managed in a single room or in a room with other COVID-19 confirmed cases.</li> <li>Where a patient tests positive to COVID-19 on a non-COVID-19 ward, the clinical situation should be assessed as to the appropriateness of the clinical environment and the particular care needs of that individual. Each situation should be assessed by the treating team and ward leadership and any concerns discussed with the ID team regarding balance of risks of transfer to a COVID-19 ward.</li> <li>If required concerns should be discussed with the NUM/NIC and AHA and escalated to the medical team/HOU/on-call consultant if concerns persist about COVID-19 positive patient remaining on COVID-19 negative ward.</li> </ul>
<p><b>Please contact the De-isolation HMO on (03) 83959048 (24 hours, Monday - Sunday) If you require assistance with, or is unsure about any of the steps above.</b></p>	