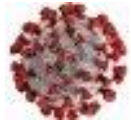




Caring, Healing, Teaching, Serving All



March 26, 2020



COVID-19 Background

The Centers for Disease Control and Prevention (CDC) and the California Department of Health to closely monitor and respond to the outbreak of coronavirus disease 2019 (abbreviated “COVID-19”). Alameda Health System is following CDC criteria and clinical steps to screen and treat patients.

The AHS Incident Command Center was activated in February and is currently operating 24/7.

Resources

- AHS has established a Coronavirus Resource Page on the AHS intranet
- Daily “COVID-19 Alert” Command Center updates to all staff and provider updates when appropriate.
- AHS Leadership Desktop Chat
- For more information:
 - California Department of Public Health
 - Centers for Disease Control and Prevention
 - Alameda County Public Health Department

COVID-19 Alert Daily Update

ALAMEDA HEALTH SYSTEM MEMORANDUM

TO: All Staff & Medical Staff
 FROM: Alameda Health System Incident Command Center
 DATE: March 21, 2020
 SUBJECT: Code Triage COVID-19 Preparedness Update #24

The following is the latest guidance from the Covered Center for activation of Code Triage COVID-19 Preparedness. To view previous updates please visit the Communication Resource Page on our intranet or speak to your manager.

This memo covers: supplies, telecommuting update, PUI entry sign-in log, contact tracing, and current AHS COVID-19 status.

Supply Update
 We're tracking our current supply inventory very closely and are sourcing additional supplies every day. As needed to selectively support, we have a limited supply of hand sanitizer that we've also received a limited supply that has been shipped to our facilities. The AHS pharmacy department is working to produce hand sanitizer in house. We expect the shipments will be received within the next several days. Please keep the dispensing pump containers for future use and continue to wash your hands with soap and water for 20 seconds to help preserve our resources.

Based on current utilization of supplies and current preservation efforts, we have adequate PPE to provide care for the next several weeks. Our efforts to procure PPE, the ongoing procurement of supplies, and the generosity of our community have positively impacted our supply levels as we continue to prepare for an influx of patients. Please continue to use PPE appropriately.

Telecommuting Update
 During the Shelter in Place directive, AHS has provided flexibility in the Telecommuting Policy. The Telecommuting & Health Communication is posted on the Coronavirus Resource page.

COVID-19 PUI Room Entry Sign-In Log
 A sign-in sheet will be placed outside the room of all PUI patients. All employees, including auxiliary staff (EVS, food and nutrition, engineering, etc.) must sign in before entering the patient's room. This process will allow Employee Health to track and notify of any patient in isolation that has a positive COVID-19 screen.

1411 East 31st Street, Oakland, CA 94602 | AlamedaHealthSystem.org

ALAMEDA HEALTH SYSTEM

Room #	Initial	Time

follow these procedures with COVID-19. If a patient has a positive COVID-19 result, the procedure is as follows:

1. The positive COVID-19 result reported to Infection Prevention;
2. Infection Prevention will contact the unit manager(s) at the location(s) where the positive patient was treated;
3. Infection Prevention instructs the manager to start a line listing of employees who had contact with positive patient and contacts Employee Health;
4. The manager(s) will submit the line listing received from managers to Infection Prevention which will share the information with Employee Health;
5. Employee Health will notify individuals identified through the line listing provided by manager(s); and
6. Based on the risk level of exposure, the staff is instructed what to do by Employee Health.

Current AHS COVID-19 Status
 As we are managing our current COVID-19 test capabilities and are ensuring that we are testing patients that meet the appropriate testing requirements, the statistics below reflect our current status to date at 10 am.

Total COVID-19 tests performed at AHS: 201
 Number of confirmed positive patients actively receiving inpatient care in AHS facilities: 1
 Total positive tests: 4 (1 is receiving inpatient care, the remainder are self-isolating at home)

Q/Note: according to the CDC, reported illnesses have ranged from very mild (including some with no reported symptoms) to severe, including illness resulting in death. While information so far suggests that most COVID-19 illness is mild, we remain vigilant taking the necessary precautions to ensure the safety of our provider, staff, and patients.

All Staff Updates include:

- Supply Update
- Employee and Provider Guidance
- Triage and Surge Preparation
- AHS COVID-19 Status
- Visitation and Limited Access
- Staff Safety

Provider Updates include specific guidance for medical staff

Important Contact Numbers

- HR Service Center for all employee questions:
 - 510 346-7557
 - Hrservicecenter@alamedahealthsystem.org
- Employee Assistance Program (EAP)
 - The EAP is available to all employees, their families and members of their households. The service provides **confidential, no cost assistance** for a wide range of personal concerns. MHN is Alameda Health System's EAP provider.
 - Call toll-free, 24 hours a day, seven days a week:
1-800-227-1060
TTY users call 711
 - mhn.advantageengagement.com
Register with the company code: ahs
- All media inquiries should be referred to the AHS Media Line: 510 437-8479.

Help Reduce the Spread of COVID-19

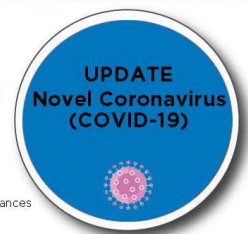
- Steps you can take to prevent further spread of COVID-19 include:
 - Cover mouth and nose when coughing and sneezing
 - Wash your hands often with soap and water for at least 20 seconds or use a hand sanitizer that is more than 60% alcohol
 - Avoid touching your eyes, nose, or mouth
 - Avoid close contact with people who are sick
 - Stay home if you are sick
 - Clean and disinfect objects and surfaces often

Access and Visitation

- Visitation Policy
 - Acute Care
 - Long Term Care
- Limited Points of Entry
 - All facilities
 - Highland Hospital shuttles to entrances from parking garages

Visitation Guidance

In our continued efforts to keep our community and patients safe and to maintain an infection-free environment at our hospital we have modified our visitor guidelines as follows.



In Hospitals

Visitors will not be permitted except in the very limited circumstances listed below.

- Patients in labor may have one support person per stay, from admission to discharge.
- Patients who require assistance including minors and individuals with special needs may have one parent or guardian.
- Neonatal Intensive Care Unit (NICU) patients may have one parent visit at a time (both parents will be permitted to visit, but not at the same time).
- End of Life patients may have visitors, which will be coordinated directly with the care team.
- Pet visits are restricted unless it is a service animal or visiting an End of Life patient.
- If the visitor is critical to the therapeutic or safe discharge plan.

We highly encourage alternative means of communication to provide healing support, such as phone calls, FaceTime, Google Hangouts and Skype.

In Clinics

For all ambulatory clinics, the visiting guidance is as follows:

- It is preferred the patient come alone to minimize infection risk.
- If needed, we will accommodate one visitor.

The decision to restrict visitors was difficult and made only after careful consideration to prevent the spread of COVID-19. Thank you for your understanding and support as we remain committed to our mission to provide the highest quality health care to the communities we serve.



Supplies

AHS is taking steps to ensure we can continue to deliver care to the vulnerable populations we serve. Following CDC and CalOSHA guidelines, we are actively preserving valuable PPE, and ensuring our staff are able to safely care for our patients.. Supplies that we are tracking very closely include:




- Masks
- Gowns
- Hand Sanitizer

Personal Protective Equipment (PPE) Guidance

PPE/Mask Update

To ensure the safety of our employees and patients we are closely monitoring PPE guidance from the CDC, CDPH and CalOSHA.



Personal Protective Equipment	Recommended Use
 <p data-bbox="239 576 392 594">1870 N-95 Respirator</p> <p data-bbox="239 615 459 665">DO NOT USE for Airborne Precautions</p>	<p data-bbox="517 439 917 501">Front-line staff who screen patients for respiratory symptoms (before patients have been masked) (This is not necessary if patients have already screened negative).</p> <p data-bbox="517 519 852 536">Guidelines for use of 1870 N-95 in front line staff:</p> <ul data-bbox="542 539 911 676" style="list-style-type: none"> • Leave masks or respirators face as long as you don't touch it or adjust it. • Use these as masks for all visitors with flu or cold symptoms, flu patients and staff working in Droplet Precautions. • Once the mask or respirator becomes damp or soiled, it should be replaced.
 <p data-bbox="227 862 401 912">USE for Airborne Precautions Only!!!</p>	<p data-bbox="517 695 736 712">Guidelines for use of 1860 N-95:</p> <ul data-bbox="542 715 921 993" style="list-style-type: none"> • Frontline staff for all Airborne Isolation and TB patients, including PUI and TB rule-out. • Not for routine daily use in general patient care of non-COVID-19 or suspected COVID-19 patients. • For staff performing any procedure on airway or nasopharyngeal or oropharyngeal precautions in patients using extended-use criteria. • For TB patients only staff can use the same N95 for multiple encounters with patients. Must remove after each encounter. Place N95 in paper bag between uses and store in ante room. Label bag with staff name and date. • At this time, staff cannot re-use 1860 N-95 masks for COVID-19 patients.
	<p data-bbox="517 1015 909 1032">Guidelines for use of 3151 (yellow) Masks and 3160 (blue) Cone Masks:</p> <ul data-bbox="542 1035 921 1153" style="list-style-type: none"> • These masks are only to be used in the Operating Room and for procedures. • Do not use outside of OR and Procedural areas, call Materials Management if you have these in your unit.

We have received additional supplies from the Strategic National Stockpile and have developed specific instructions for using this PPE:

- N95s
- Hand sanitizer
- Isolation Gowns
- Surgical Gowns
- Goggles
- Face Shields

To ensure the safety of our employees and patients, staff may only use PPE issued by AHS.

Triage and Surge Preparation



- COVID-19 alternative sites to evaluate and treat low-acuity COVID-19 patients have been established at all of our acute care hospitals
- The 6th floor of Highland Hospital has been converted into negative pressure rooms. In the coming days, additional floors will likely also be converted to negative pressure as appropriate so that if we see an influx of COVID-19 patients we have safe environments for our staff to provide these patients with care.

Community Support



Supply Donations:

Fairmont Hospital Campus, Central Supply Service
15400 Foothill Blvd., Between Building E and the
Cafeteria
San Leandro

Monday – Friday,
8 am – 4 pm

- AHS Website
- AHS Intranet
- AHS Foundation Website

AHSF.admin@alamedahealthsystem.org.

All monetary donations are directed to the Foundation.

AHS External Website:
Alamedahealthsystem.org

AHS Intranet: Coronavirus Resource Page
http://ahs-connects/ahs_coronavirus_resource_page/