
 <p><b>PHILIPPINE HEART CENTER SERVICE INCIDENT COMMAND POST</b></p>	Document Type	Document Code: GL-ICP-040
	<b>GUIDELINES</b>	Effective Date: June 2020
	Document Title	Revision Number: 0
	<b>COVID-19 GUIDELINES FOR NEUROLOGY SECTION UNIT</b>	Page: 1 of 3

<b>REVISION HISTORY</b>			
<b>Rev No.</b>	<b>Review Date</b>	<b>Description of Change</b>	<b>Date of Next Review</b>
			2021

Reviewed by:	<b>GERARDO S. MANZO, MD</b> Incident Commander	Approved by:	<b>JOEL M. ABANILLA, MD</b> Executive Director
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## I. STATEMENT OF POLICY

Interim policies and guidelines in the prevention of COVID-19 transmission in the Neurology Section Unit.

## II. POLICY GUIDELINES

1. Schedule Option
  - 1.1. Identify and reschedule all elective cases. Identification of high risk patients should be done by the requesting physician and the technologists.
  - 1.2. Perform only urgent and emergent cases while on ECQ/GCQ.
2. Screen and classify patients according to COVID status:
  - 2.1. Non-Covid
  - 2.2. Probable
  - 2.3. Suspect
  - 2.4. Confirmed
3. Patients/clients
  - 3.1. No mask, no entry in the EEG laboratory.
  - 3.2. Strictly the patient only will be allowed entry for the procedure unless patient needs to be assisted by a companion.
  - 3.3. If the technologist determines that the patient manifests signs and symptoms of Covid-19, the patient will be brought to the ER triage/isolation room.
4. Electroencephalogram and Transcranial Doppler studies
  - 4.1. These procedures require prolonged exposure to the patient, defer procedure whenever possible (patients who are combative and does not respond to sedation).
  - 4.2. If urgent/emergency, perform procedure with Personal Protective Equipment (PPE).
  - 4.3. If the procedure is performed at the EEG laboratory, the risk classification is Level 2, see number 9. Include gloves in your Personal Protective Equipment.
  - 4.4. If the procedure is performed at the different units of the hospital, please refer to number 9 for the required PPE.
  - 4.5. If the procedure is to be performed in other units of the hospital, the machine, cables and movable parts should be wrapped with plastic cover before it leaves the EEG laboratory and should be removed outside the high risk area and the machine will be transported back to the EEG laboratory. The personal protection equipment worn by the technologists should also be removed except for the mask. The gloves should be replaced prior to transporting back to EEG laboratory.

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- 4.6. The machine, cables, electrodes, electrode junction box and electrode stand should be sanitized and disinfected before and after each use with disinfectant or 70% alcohol by careful and painstakingly paying attention to the small parts.
5. Disinfection
  - 5.1. Disinfection of the tables, chairs, computer, keyboard, surfaces and the door knobs should be done with clean cloth and disinfectant at the end of the day.
6. Interpretation of the result can be done remotely for each procedure but the reader may opt to read the examination in the EEG section.
7. Identify appropriately at risk personnel, the immunocompromised, pregnant women, above 60 years old and those with chronic disease.
8. Personnel (3 technologists)
  - 8.1. Proposal to continue the four days work week.
9. What to wear (PPE) in non-Covid areas
  - 9.1. Lowest risk areas (Level 1 Protection PPE) – surgical masks, alcohol and hand hygiene
  - 9.2. Low risk areas (Level 2 Protection PPE) – surgical masks, goggles/face shields, alcohol and hand hygiene.
  - 9.3. Moderate risk areas and moderate risk activities (Level 3 Protection PPE) – N95 masks, goggles/face shields, gloves, surgical caps, gown (disposable/impermeable).
10. What to wear (PPE) in Covid-19 areas
  - 10.1. High risk areas and high risk activities (Level 4 Protection PPE) - N95 masks, goggles/face shields, double surgical gloves, surgical caps, dedicated shoes and shoe covers, scrub suit, coveralls.
11. Checklist when leaving home for work
  - 11.1. Place in Ziploc bag – phone, credit card, ID
  - 11.2. Place in disposable brown paper bag – medicines, food, keys, personal hygiene items, full water bottle
  - 11.3. Wear short sleeves – to facilitate washing of hands
  - 11.4. Wear enclosed shoes
  - 11.5. Cleanable plastic box – to place handbags, wallet, watch