
 <p><b>PHILIPPINE HEART CENTER INCIDENT COMMAND POST</b></p>	Document Type	Document Code:
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		Effective Date:
	Document Title	MARCH 2021
<b>INTERIM GUIDELINES FOR THE MONITORING OF COVID-19 POSITIVE/SUSPECT EMPLOYEE IN WARD 4E, 4F AND 4G</b>		Revision Number:
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## I. STATEMENT OF THE POLICY

This policy shall guide the monitoring team in the management of these patients while admitted in the wards (4E, 4E, 4F).

## II. GUIDELINES

1. Co-horting of employees
  - 1.1. 4E- COVID-19 Positive, Asymptomatic
  - 1.2. 4F- COVID-19 Positive and Suspects, Symptomatic
  - 1.3. 4G- High Risk Exposure/Suspects, Asymptomatic
2. Dedicated Nurses shall be assigned in ward 4F
3. Virtual nurses shall be assigned in wards 4E & 4G
4. Adult Cardiology and Pulmonary Fellows shall be assigned to monitor these patients
  - 4.1 4E- Adult Pulmonary Fellows
  - 4.2 4F and 4G- Adult Cardiology Fellows
5. Regular rounds shall be made by the virtual nurses and fellows assigned, at least twice a day (one in the morning and one in the afternoon or early evening).
6. The infirmary physician shall make regular evaluation of these patients
7. Employees needing IV medications shall be admitted in ward 4F
8. Mode of communication:
  - 8.1. A tablet shall be provided (1 tablet per ward) for the use of the employees admitted in these wards for regular communication with the virtual nurse. The virtual nurse shall be responsible for the said devices.
  - 8.2. Local directory shall be provided in each room for communication with the fellow-on-duty, virtual nurse and monitoring nurse.
  - 8.3. A "buddy system" shall be followed by every employees admitted. The HCW admitted in the adjacent room shall be designated as the "buddy" of an employee. He or she shall have regular communication and follow-up with his/her buddy every 7AM/7PM. Any untoward events shall be reported to the virtual nurse or monitoring nurses.
9. Regular vital signs monitoring shall be made by every employees at least 3X a day and shall be recorded in a vital sign sheet provided. Any abnormal findings shall be reported to the virtual nurse/monitoring nurses.
10. Development or worsening of any symptoms shall be reported to the virtual nurse/monitoring nurses. The fellow-on-duty shall make a thorough evaluation of these employees. Appropriate work up shall be requested.

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10. Development or worsening of any symptoms shall be reported to the virtual nurse/monitoring nurses. The fellow-on-duty shall make a thorough evaluation of these employees. Appropriate work up shall be requested.
11. Any worsening of condition shall be reported to the Medical Team. Worsening to moderate or severe cases shall warrant transfer to ward 4B or MICU 1.
12. Any concerns not included in these guidelines shall be referred to the Incident Command Post.