

Work continues across the organization to prepare for COVID-19, while safeguarding our employees and patients. Please read the update below as they include important information about:

- **PAPR Use**
- **Surgical/N95 Mask Conservation Protocol**
- **COVID Rule Out Unit**
- **Parking Reminder**
- **Resource: Assistance for Employees**
- **Café Offerings / Grab & Go**

#### PAPR Use

A video outlining PAPR use is viewable here: <https://www.youtube.com/watch?v=PVyl2bh4XIs>

#### Surgical/N95 Mask Conservation Protocol

In order to conserve our surgical/N95 respirator masks for our healthcare providers that are put in harm's way during this time of COVID-19 we will be instituting a conservation plan for the use of our supply of surgical/N95 masks:

- **You will be given only one N95 respirator mask**
- The N95 mask will be used and a surgical mask will be put over the N95 to protect the N95 mask from splashes
- These masks will be used in conjunction with one another, which means that if you are on a patient unit you will be using an N95 and put a surgical mask over the N95 in order to try to conserve the N95 from getting splashed with blood or body fluids.
- Whenever you are entering a patient's room with any type of respiratory symptoms or fever, you should be wearing both the N95 and surgical mask while taking care of your patient, along with the appropriate PPE. After you leave the patient's room you will put your N95 mask into a lunch size paper bag.
- Whenever you enter any patient's room you will take your existing masks and don them in order to enter the patient's room. These masks will be the only one you will be given (N95), so take good care of it.
- You should also use your surgical mask as long as you can, once it has been compromised it can be changed
- **DO NOT throw out your N95 mask, it is the only one you will be getting**
- Wash your hands whenever you touch your masks for donning and doffing. You should put on a pair of gloves, don your masks trying not to touch the inside of the mask and then wash your gloved hands with alcohol, then remove those gloves and don your PPE.
- This information of the use of your masks may change daily
- Respiratory Therapy will be helping Employee Health with the training of Donning and Doffing PPE and PAPRs

A video for donning and doffing N95 masks is viewable here: <https://bit.ly/33wSqmK>

## COVID Rule Out Unit

From John Poillucci: I am pleased to announce that we have completed a major milestone in MCH's COVID-19 Surge plan. On Saturday March 21st at 0700 The COVID Rule Out Unit will be open and accepting patients. This unit is located in the old simulation lab area on the second floor adjacent to our medical surgical department. This unit will consist of four private rooms (501,502,503,504) 504 is also a negative pressure room. This repurposed unit will be staffed 24/7 for the duration of the event.

When and if patients rule in positive for COVID-19; this unit will then become the COVID ICU. COVID-19 positive patients will then be admitted and treated in this unit until it reaches its capacity.

This unit went from a disused area of the hospital to a fully functioning unit in 72 hours. This unit is testament to the hard work and dedication exhibited by many employees across multiple departments working together. Thank you to everyone who made this unit a reality that is now ready to serve our community. Please feel free to contact me with any questions, John

## Parking Reminder

All staff reminded to **not park** in front of the ED's Lot H, below.



### Key:

Green: Employee Parking

Pink: Patient/Visitors Parking

### **Resource: Assistance for Employees**

Our community is rallying during this difficult time and there are people who are ready to assist healthcare workers with errands and shopping. If you have a need, check out the following Facebook pages below. The assistance is not limited to Peterborough, Jaffrey and Rindge

- Peterborough Area Cares During COVID-19
- Jaffrey-Rindge Resources

### **Café Offerings / Grab & Go**

As a result of the covid-19 pandemic, we will be going to Grab and Go only beginning Friday, March 20th. This decision was made after participating in a call led by Sodexo's Director of Emergency Management about lessons learned from hospitals in China and Italy. Ultimately, the purpose of this decision is to mitigate exposure risk to employees.

# Daily Bulletin

## Essential Information from the past 48 Hours

### MCH Process Updates

- COVID Rule Out Unit/ **Status: Opens Sat, 3.21**
- Surge planning in development / **Status: ongoing as of 3.17**
- Cafe seating removed following state restriction on dine-in seating /**Effective 9am, Tues 3.17**
- Redeployment of staff from Rindge F.P. and Mon. Family Care / **Effective 5pm, Tues 3.17**
- Main Entrance Closed. Patient to enter via MAB doors near Pediatrics. / **Effective: 9PM, Mon 3.16**
- Employee Entrance moved to Healing Arts Gallery Entrance / **Effective: 5AM, Tues, 3.17**
- Screening of all visitors, patients & employees / **Status: in operation 3.16**
- Adult Respiratory Clinic (New Ipswich Satellite) / **Status: in operation 3.16**
- Pediatric Respiratory Clinic (3rd floor BWC, by Behavioral Health) / **Status: in operation 3.16**
- BWC Closed to the Public. / **Status: Done. 3.15**
- Entryway Restrictions / **Status: Done. 3.16**
- Volunteer Program Paused / **Status: Done 3.13**
- Employee Screening Process / **Status: in-progress. Due date Mon, 3.16**
- Symptom Signage for Exterior Doors / **Status in-progress. Due date Mon, 3.16**
- Cafeteria Changes / **Status: Done**
- Visitor Policy Revised / **Status: Done 3.13**
- Community Group use of Conference Rooms, discontinued / **Status: Done**

### Essential Communications

- N95 Mask Conservation Update / **Emailed to Clinicians 3.19.20**
- COVID update, Dr. Shippee / **Emailed to Clinicians 3.17**
- Red Cross Alert Received / **Emailed to Clinicians 3.17**
- HAN Alert #8 Received. / **Emailed 3.16**
- HAN 7 Highlights and CURRENT TESTING ALGORITHM / **Emailed 3.16**
- Visitor Policy Update: Now limited access to 1 healthy visitor in select areas / **Emailed 3.13**
- Employee Travel Guidelines / **Emailed 3.13**
- State of NH announced "2-1-1" phone line for the NH residents (public) with COVID19 questions / **3.12**
- HAN Alert #7 Received. / **Emailed 3.13**
- Cafeteria Memo: changes to item locations and flow changes / **Emailed 3.13**
- Memo: Conservation of N95. PAPR training ongoing for needed departments / **Emailed 3.11**
- NH DHHS now hosting weekly call-in session for NH healthcare partners every Thursdays, 12-1PM, ph. (833) 709-6685, no access code required.