

Thank you all for your hard work today, we are grateful for your efforts and teamwork. Work continues across the organization to prepare for COVID-19, while safeguarding our employees and patients. Please read the updates below as they include important information about:

- 1. Policy Universal Mask Policy / Revision**
- 2. New Tyvex Suits Cleaning and Disinfection**

Policy Universal Mask Policy / Revision –revision is highlighted

Policy: To maintain the safety for employees working at Monadnock Community Hospital (MCH) during the COVID-19 Surge

Purpose: To prevent transmission of infectious disease among employees

Procedure / What to wear:

- All employees and providers will be required to wear a procedure/surgical **mask or a washable cloth mask** in ALL areas of Monadnock Community Hospital (MCH), including all satellite sites.
- Non-Monadnock Community Hospital practices located on the hospital campus will be encouraged to adhere to this policy.
- If the employee is scheduled to work on a unit with COVID patients they should wear an N-95 respirator with a washable cloth mask cover, a PAPR, or an N-100 respirator along with appropriate PPE.
- This will also include the Monadnock Health Partners offices inside the walls of the hospitals as well as those offices located off the main hospital campus, including but not limited to Antrim, Jaffrey, Rindge, and New Ipswich.

Where to get it:

- Employees can pick up their procedure /surgical masks on their unit. If they have a saved used mask they should use those first until they have become contaminated or compromised with wear and tear.
- A washable cloth mask can be obtained at the scrub station. This washable cloth mask is dedicated to that employee to be worn upon entering, within the building, and to leave the building. This is not to be worn around the community / outside of work.

How to care for it:

- The employee may be able to wear the same procedure mask for up to a week. These masks should be reserved for work time only and not to be used at home.
- If the procedure/surgical mask becomes compromised it should be discarded and a new one given. A compromised mask would be one with wear and tear such as the elastics no longer work, deep lacerations or tears, is wet, soiled or contaminated.
- At the end of the employee's shift in order to conserve the procedure/surgical mask, it should be placed in a brown paper bag with the employee's name on it to be used again for the employee's next shift. The mask should be turned clean side in, contaminated side out when stored.
- The washable cloth mask should be washed with soap and water by the employee that is wearing the washable cloth mask and air dried in the employee's unit dedicated room.
- If the washable cloth mask is being brought home to be washed it should be put into a small plastic bag, and brought home where it should be washed in a washer or by hand with soap and water, and air dried rather than dried in a dryer so as not to compromise a washable cloth mask that might contain elastics.

New Tyvex Suits Cleaning and Disinfection

Unfortunately we are running out of our current gowns so materials management has deployed new micro-porous suits to be used instead of the blue gowns. These suits should be used for patients in the COVID Surge unit (R/O COVID 19 or positive COVID 19), any positive C. diff

patients, and any Contact Precautions patients. The disinfection process for these suits should include the following:

- The employee should first put their name on the inside collar of the suit, then don the suit along with the rest of the appropriate PPE (Gloves, N100 mask/PAPR, eye protection if needed for N100 ½ mask/N95 with eye protection)
- After completing care of the patient and on egress from the patient's room the employee wearing the PPE will have the micro-porous suit wiped down with Caviwipe1s/OxivirTb or Bleach wipes (front and back).
- If these wipes are unavailable please use the Clorox spray that is available by spraying some onto a facecloth and wiping down the suit front and back and allow drying. If the tyvex suit is to be sprayed down please spray down carefully in a shower and then wipe excess off and allow drying. During this process proper eye protection and mask should be worn.
- After the proper drying time the doffing process will take place by first removing the suit and having it hung up to be used again, and hand hygiene for the gloves currently wearing and then doff gloves.
- Doff the eye protection and N100/PAPR/N95
- N100/PAPR should be disinfected on removal
- Hand hygiene should occur in between every doff of equipment
- These suits should be used by the same employee for that same patient for the employee's shift or longer if the unit is not busy.
- If the employee is taking care of a C. diff patient it is imperative that the micro-porous suit is disinfected with bleach to kill the spores.
- The amount of time spent in a patient's room should be kept to a minimum in order to decrease the exposure to the virus as well as trying to conserve the amount of PPE being used.
- This procedure may change on a regular basis, depending upon the supply of micro-porous suits or blue gowns.

Daily Bulletin

Essential Information from the past 48 Hours

MCH Process Updates

- MAB entrance near Pediatrics closed on Sat & Sun/ **Effective 4.2**
- Transportation of COVID inpatient pathways labeled / **Effective 3.31**
- EAP access info added to HR, HUB / **Effective 3.30**
- News stations in-process for key areas / **Deployed by 4.2**
- N100 Mask Cleaning Depot created / **Effective 3.30**
- EVS 3rd-Party Support Resource ID'd / **Effective 3.27**
- Central Scrub Station Open / **Effective 5a, 3.27**
- Main Registration Area Closed / **Effective 5p 3.26**
- Non-Essential Staff Release / **Effective end of day 3.26**
- BWC Fitness Floor Closed to employees / **Effective 8p, 3.24**
- Incident Command Team update / **Effective 3.23**
- HICS email address added / **Effective 3.23**
- Visitor Policy Updated / **Effective 3.25**

Essential Communications

- Tyvex Suit Cleaning & Disinfection / **Emailed 4.3**
- Universal Mask Policy Revision / **Emailed 4.3**
- Universal Mask Policy Update / **Emailed 4.2**
- Scrub Recommendation for all staff / **Emailed 4.2**
- Interim Work Restrictions, Return to work Policy / **Emailed 3.31**
- Transportation of COVID inpatient pathways / **End of Day report 3.31**
- Food Delivery to patients timing reduced / **Emailed to impacted depts. 3.26**
- Tyvex Suit Cleaning link added to Clinical Resources below. **3.25.20**
- Universal Mask Policy For Patient Care Areas / **Emailed to All 3.24**