

Standard Operating Procedure

Modality: Computed Tomography (CT)	Modality Manager: Jessica Pfannenstiel Phone: 415-353-8784
Locations: 1600 Divisadero St. – Mount Zion Hospital 1 st Floor Radiology, RM-A134 CT Tech Phone: 415-885-7524 Rad RN Phone: 415-353-9505 Rad Front Desk: 415-885-7282 RSC RN: 415-885-3549 Hours of Operation: M-F 8am-430pm	Approvers: David Sostarich, K. Pallav Kolli, MD Date Approved: 04/02/2020 Revision: 1
Title: CT-MZ/RSC Respiratory Illness Evaluation	
Precautions/Isolation Types: <ul style="list-style-type: none"> Respiratory Illness Evaluation Without Negative Pressure = Droplet/contact precautions – surgical mask, face shield, gown, gloves <ul style="list-style-type: none"> Document: UCSF Donning/Doffing PDF UCSF Guidelines on PPE Reuse 	
Pre-Imaging Tasks: <ul style="list-style-type: none"> Ensure provider has placed CT order in APEX. RSC will notify MZ-CT (5-7524) of request for urgent add-on exam. CT Tech will need patient MRN to schedule CT exam. CT Tech will inform Radiology front desk to schedule and arrive CT exam in APEX/Radiant. CT Techs will notify Radiology RN of urgent add-on exam and coordinate CT scan time. Radiology RN will call RSC RNs to coordinate care and transport to CT. (All RSC patients will bypass MZ Radiology reception and transport directly into the MZ CT scanner RM-A134.) If the CT exam is ordered with IV contrast, the RSC RN will ensure the CT Contrast Screening Form is completed by the patient and correctly labeled with a patient ID sticker prior to transporting the RSC patient to Radiology. If a CT exam is ordered without IV contrast, then no CT Contrast Screening Form is required. RSC RN will ensure patient ID stickers accompany the patient for transport to Radiology and confirm patient identity upon arrival. When possible, RSC RN will place #20g IV (preferably right or left antecubital vein). If RSC RN unable to obtain proper IV access, Radiology RN will attempt IV placement in the CT room. RSC patients must wear a mask at all times. 	

Imaging Workflow:

- Radiology RN and tech will confirm patient identify with patient and RSC RN upon direct transport arrival into MZ CT RM-A134
- Radiology RN or tech will place patient ID band on patient prior to imaging the patient.
- Radiology RN and tech will review CT Contrast Screening Form only if indicated.
 - If i-STAT creatinine testing is required based on the CT Contrast Screening Form criteria, the Radiology RN will run i-STAT test in the CT room upon patient arrival and prior to imaging the patient.
- **All staff should wear ALL appropriate PPE when in contact with patient based on isolation type (review link for donning/doffing PPE)**
 - PPE for **Respiratory Illness Evaluation** = Mask + Face shield + Gown
- If staffing permits, 2 CT techs scan patient
 - 1 'clean' tech remains in **control room** wearing Mask + face shield (based on isolation precautions above)
 - 1 'dirty' tech in **scan room** to prep patient for scan wearing ALL appropriate PPE based on isolation precautions above
 - Hand hygiene & appropriate PPE donned prior to patient arrival
 - Prepare room with all supplies needed for CT exam to minimize opening cabinets/drawers while patient in scan room.
 - Patient enters room – 'dirty' tech preps patient on CT table
 - 'Dirty' tech leaves CT scan room and remains outside scan room until patient scanning complete.
 - 'Clean' tech informs 'dirty' tech to enter scan room to move patient
 - Post imaging cleaning completed per isolation precautions
- If staffing does not permit, 1 tech will scan patient
 - Hand hygiene & appropriate PPE donned prior to patient arrival
 - Prepare room with all supplies needed for CT exam to minimize opening cabinets/drawers while patient in scan room.
 - Patient enters room/tech preps patient on CT table
 - **Before** entering CT control room, gown/gloves are doffed & hand hygiene performed.
 - **Mask/face shield to remain on**
 - After CT scan is complete, hand hygiene is performed & gown/gloves are donned to move patient from CT table
 - Post-Imaging cleaning completed per isolation precaution

Post-Imaging Tasks:

- After scanning patients under a **Respiratory Illness Evaluation Without Negative Pressure**, CT scanner and room may be cleaned immediately
 - Techs will clean all surfaces– **while wearing appropriate PPE**
 - Green top Clorox Healthcare Hydrogen Peroxide Wipes will be used to clean all surfaces--dwell time = 1 minute
 - Technologist should doff gown and gloves in scan room following cleaning.
 - Mask and face shield should be doffed following guidelines for reuse if possible or discarded if not possible.
 - NO HIGH CLEAN NEEDED