

Standard Operating Procedure

Modality: Computed Tomography (CT)	Modality Manager: Jessica Pfannenstiel Phone: 415-353-8784
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Title: CT ED/In-Patient COVID-19/PUI Workflow – Parnassus Campus	
Precautions/Isolation Types:	
<ul style="list-style-type: none"> • Novel Respiratory Isolation With Negative Pressure= Airborne/contact precautions – N95 or PAPR, face shield, gown, gloves <ul style="list-style-type: none"> ○ Video: UCSF Donning/Doffing Video • 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 appropriate CT order is placed in APEX • Ensure screening is completed with RN <ul style="list-style-type: none"> ○ Confirm IV status & screening form (if IV contrast indicated) ○ Confirm isolation precautions for ANY patient coming to CT ○ Confirm mobility status of ANY patient coming to CT 	
Imaging Workflow:	
<p>Scan all COVID-19+/PUI patients in CT2 (L361)</p> <ul style="list-style-type: none"> • If patient is in ED, the ED CT tech will communicate with CT Lead Tech on 3rd floor to coordinate schedule • ED CT tech will communicate with the ED RN regarding transport needs and relay information to Lead CT tech. <ul style="list-style-type: none"> ○ All other outpatient/inpatient/ED CT scans will be performed on either CT4 or CTED. ○ CT- guided procedures will be performed in CT4. • Patient will be transported to the 3rd floor CT scanner (L361) <ul style="list-style-type: none"> ○ If RN monitoring necessary, RN will accompany patient to CT ○ If no RN monitoring necessary, hospital transport or CT tech can transport patient to 3rd floor 	

- **CT should convey isolation precaution in the transport module**
 - Patient must wear mask at all times
 - **Staff should wear ALL appropriate PPE when in contact with patient (review link for donning/doffing PPE)**
 - PPE for **Novel Respiratory Isolation With Negative Pressure** = N95 or PAPR + Face shield + Gown
 - PPE for **Respiratory Illness Evaluation Without Negative Pressure** = Mask + Face shield + Gown
- If staffing permits, 2 CT technologists scan patient
 - 1 'clean' tech remains in **control room** wearing N95/PAPR or 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/staff leave CT scan room and remains outside scan room until patient scanning complete.
 - If hemodynamic monitoring is necessary, all involved staff doff gown/gloves & perform hand hygiene **before** entering control room.
 - 'Clean' tech informs 'dirty' tech to re-enter scan room to move patient when scan complete
 - Post-Imaging cleaning completed per isolation precautions following patient departure. For patients under novel respiratory isolation, gowns and gloves should be donned whenever entering scan room during 1 hour downtime and doffed prior to exiting scan room. N95 or PAPR and face shield should remain in place for entire 1 hour period while in control room or scan room.
- 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 by all involved staff & 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 precautions following patient departure. For patients under novel respiratory isolation, gowns and gloves should be donned whenever entering scan room during 1 hour downtime and doffed prior to exiting scan room. N95 or PAPR and face shield should remain in place for entire 1 hour period while in control room or scan room.

Post-Imaging Tasks:

- After scanning patients under **Novel Respiratory Isolation With Negative Pressure** isolation status, CT scanner will remain out of use for a minimum of 1 hour – signage will be placed so no one can enter room
 - Techs will clean all surfaces after one hour – ***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.
 - N95 and face shield or PAPR should be doffed following guidelines for reuse if possible or discarded if not possible.
 - NO HIGH CLEAN NEEDED
- 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.
 - N95 and face shield or PAPR should be doffed following guidelines for reuse if possible or discarded if not possible.
 - NO HIGH CLEAN NEEDED