From,

Dr. Ajit Kumar Mohanty, MD
Director Public Health, Odisha, Bhubaneswar.

To,

The Dean & Principal/ Superintendent of All MCHs
The Director Capital Hospital, Bhubaneswar & RGH, Rourkela.
All CDM&PHO
Superintendent of All COVID-19 Hospitals

Sub: Request for facilitating transport of COVID-19 suspect/positive cases to designated COVID-19 Hospitals as per Ambulance Transfer Guideline issued by MoH&FW, Gol

Sir,

In inviting reference to the cited subject mentioned above I am to state that the Ambulance / Patient carrying vehicle sent for transporting COVID-19 suspect/positive cases to designated COVID-19 Hospitals, the driver of the vehicle as well as one attendant must be provided with PPE for safe transfer of patient.

Further I would like to say that the attendant will facilitate the movement of patient from household to the vehicle and from vehicle to Hospital.

Enclosed: Ambulance Transfer Guideline issued by MoH&FW, Gol

Memo. No. 1735 BBSR
Date. 16.04.2020

Copy to PS to Principal Secretary, Health & F.W. Dept, Govt. of Odisha, Bhubaneswar for information.

Memo. No. 1736 BBSR
Date. 16.04.2020

Copy to Mission Director, NHM, Bhubaneswar for information.

Memo. No. 1737 BBSR
Date. 16.04.2020

Copy to DMET/DHS/DFW Health & F.W. Dept, Govt. of Odisha, Bhubaneswar for information.
Ministry of Health & Family Welfare
2019-nCoV Acute Respiratory Disease Prevention and Control Guidelines

Ambulance Transfer

When a suspect case of 2019 nCoV- Acute Respiratory Disease patient has to be transported, the following precautions should be taken by ambulance personnel accompanying the patient:

On arrival to the healthcare facility from where the patient is to be transferred

A. Decontaminate hands (alcohol gel/rub) (Fig 1, 2)

B. Don Personal Protective Equipment (PPE): (Fig 3)

A patient requiring Aerosol Generating Precaution: N95 mask with respirator, gloves, long sleeved fluid repellent gown and goggles (Annexure donning PPE)

C. Inform the hospital of the admission/transfer of a potentially infectious person

Before leaving the house/healthcare facility

• Request patient to wear a surgical mask (if tolerated) and advise on Respiratory Hygiene and Cough Etiquette

• A patient with suspected or confirmed 2019 nCoV- Acute Respiratory Disease should not travel with other patients

In ambulance

• Remove gloves, decontaminate hands and put on new gloves before touching the patient and before a clean or aseptic procedure, if required. Wearing gloves does not replace hand hygiene.

• Use single use or single patient use medical equipment where possible

• Use disposable linen if available
Arrival to the referral hospital

- Before the patient leaves the ambulance ensure arrangements are in place for receipt of the patient
- Transfer patient to the care of hospital staff
- After transfer of patient remove PPE (Fig 4)
- Perform hand hygiene

Before ambulance is used again

- **Cleaning and disinfecting** (PPE as outlined above should be worn while cleaning)
  
  Surfaces (stretcher, chair, door handles etc) should be cleaned with a freshly prepared 1% hypochlorite solution or equivalent

- **Laundry**
  
  Place reusable blankets in a bag, then put into a laundry bag and send for laundering clearly labelling it so that person in the laundry wears appropriate PPE before handling or autoclaves it before opening.

- **Medical equipment**
  
  Follow manufacturer’s instructions for cleaning/disinfecting reusable equipment (see guidelines)

- **Management of waste**
  
  All masks and any waste contaminated with blood or body fluid (including respiratory secretions) should be disposed of as infectious waste in yellow bag

- **Management of sharps** – per Standard Precautions
- **Management of spillages of blood and body fluids** – per Standard Precautions

In the ambulance, if the driver's chamber is not separate, driver should also use PPE.
Fig 1 Hand Hygiene: Moments of Hand Hygiene
Hand-washing technique with soap and water

1. Wet hands with water
2. Apply enough soap to cover all hand surfaces
3. Rub hands palm to palm
4. Rub back of each hand with palm of other hand with fingers interlaced
5. Rub palm to palm with fingers interlaced
6. Rub with back of fingers to opposing palms with fingers interlaced
7. Rub each thumb clasped in opposite hand using a rotational movement
8. Rub tips of fingers in opposite palm in a circular motion
9. Rub each wrist with opposite hand
10. Rinse hands with water
11. Use elbow to turn off tap
12. Dry thoroughly with a single-use towel
13. Hand washing should take 15-30 seconds

Steps 3-9 are same while using hand rub
Fig 3 Donning procedures should be diligently & carefully followed as given below.

**SEQUENCE FOR PUTTING ON PERSONAL PROTECTIVE EQUIPMENT (PPE)**

The type of PPE used will vary based on the level of precautions required, such as standard and contact, droplet or airborne infection isolation precautions. The procedure for putting on and removing PPE should be tailored to the specific type of PPE.

1. **GOWN**
   - Fully cover torso from neck to knees, arms to end of wrists, and wrap around the back
   - Fasten in back of neck and waist

2. **MASK OR RESPIRATOR**
   - Secure ties or elastic bands at middle of head and neck
   - Fit flexible band to nose bridge
   - Fit snug to face and below chin
   - Fit-check respirator

3. **GOOGLES OR FACE SHIELD**
   - Place over face and eyes and adjust to fit

4. **GLOVES**
   - Extend to cover wrist of isolation gown

**USE SAFE WORK PRACTICES TO PROTECT YOURSELF AND LIMIT THE SPREAD OF CONTAMINATION**

- Keep hands away from face
- Limit surfaces touched
- Change gloves when torn or heavily contaminated
- Perform Hand Hygiene
HOW TO SAFELY REMOVE PERSONAL PROTECTIVE EQUIPMENT (PPE)

EXAMPLE 1

There are a variety of ways to safely remove PPE without contaminating your clothing, skin, or mucous membranes with potentially infectious materials. Here is one example: Remove all PPE before exiting the patient room except a respirator. Remove the respirator after leaving the patient room and closing the door. Remove PPE in the following sequence:

1. GLOVES
   - Outside of gloves are contaminated!
   - If your hands get contaminated during glove removal, immediately wash your hands or use an alcohol-based hand sanitizer.
   - Using a gloved hand, grasp the palm area of the other gloved hand and peel off first glove.
   - Hold removed glove in gloved hand.
   - Slip fingers of ungloved hand under remaining glove at wrist and peel off second glove using first glove.
   - Discard gloves in a waste container.

2. GOGGLES OR FACE SHIELD
   - Outside of glasses or face shield are contaminated!
   - If your hands get contaminated during goggle or face shield removal, immediately wash your hands or use an alcohol-based hand sanitizer.
   - Remove goggles or face shield from the back by lifting head band or ear pieces.
   - If the item is reusable, place in designated receptacle for reprocessing. Otherwise, discard in a waste container.

3. GOWN
   - Gown front and sleeves are contaminated!
   - If your hands get contaminated during gown removal, immediately wash your hands or use an alcohol-based hand sanitizer.
   - Unbutton gown front, taking care that sleeves don’t contact your body while removing for loss.
   - Pull gown away from neck and shoulders, touching inside of gown only.
   - Use gown inside out.
   - Fold or roll into a bundle and discard in a waste container.

4. MASK OR RESPIRATOR
   - Mask or respirator is contaminated — DO NOT TOUCH!
   - If your hands get contaminated during mask or respirator removal, immediately wash your hands or use an alcohol-based hand sanitizer.
   - Grasp bottom strap of mask or respirator, then the ones at top, and remove without touching the front.
   - Discard in a waste container.

5. WASH HANDS OR USE AN ALCOHOL-BASED HAND SANITIZER IMMEDIATELY AFTER REMOVING ALL PPE

PERFORM HAND HYGIENE BETWEEN STEPS IF HANDS BECOME CONTAMINATED AND IMMEDIATELY AFTER REMOVING ALL PPE

References: Dr Ram Manohar Lohia Hospital, New Delhi-110001