

# Universal COVID-19 Precautions

**Monitor yourself for the development of respiratory symptoms. If you are sick, do not report to work and call the employee COVID-19 hotline (720.787.3321) for evaluation.**

- Perform frequent hand hygiene, especially before and after touching your mask.
- Avoid touching your mouth, nose and eyes with unwashed hands.
- Cover coughs and sneezes with your elbow or with tissue that is immediately discarded. Wash your hands after discarding tissue.
- Those providing care on units should attempt to maximize physical distancing, particularly in nurses' stations or in care team workrooms.
- In patient-facing areas **with direct patient care** wear a procedural or surgical mask and discard at end of shift. May be used with multiple patient encounters.
- In patient-facing areas **without direct patient care**, wear a procedural or surgical mask and re-use until visibly soiled or damaged. Store in a paper bag with your name when not in use.
- In non-patient care departments where sufficient physical distancing (six feet or greater) is difficult to achieve because of the layout of the department, then it is appropriate for those teams to don procedural or surgical masks. Only remove your mask for eating and drinking.
  - Perform hand hygiene when donning and doffing your mask.
  - Your mask should be reused over multiple days until visibly soiled or damaged.
- Employees must wear masks when entering the building and in any public area (e.g. lobbies, hallways, elevators and cafeterias). Non-clinical staff members may wear a non-medical grade mask or obtain a procedural or surgical mask from facilities' mask distribution locations. Non-medical grade masks may be worn in public areas or when traveling to work, but medical masks should be worn in patient care areas.
- Employees who work in non-clinical and non-public areas, like offices, do not need to wear masks as long as they can physically distance themselves from others.
- Patients and their visitors entering our facilities are required to wear a mask except in cases of emergencies. If a patient does not have a mask, one will be provided or ask them to return with a mask. If a visitor does not have a mask, ask them to return with a mask.
  - Any type of surgical or cloth mask from home is fine.

**If you provide care for patients with suspected or known COVID-19 that are NOT undergoing an aerosol-generating procedure\*, the following enhanced-droplet isolation precautions are required:**

- Contact (gown and gloves)
- Droplet (procedural or surgical mask)
- Eye protection (face shield or goggles—glasses are not sufficient)
- Keep door closed

**If you provide care for patients with suspected or known COVID-19 undergoing an aerosol-generating procedure\* the following enhanced-airborne isolation precautions are required:**

- Contact (gown and gloves)
- Eye protection (face shield or goggles—glasses are not sufficient)
- Respirators (N95 respirator mask, half-mask respirator or PAPR)
  - Half-mask respirators cannot be used during surgical or sterile procedures if in direct line of the operative or procedural field
- Keep door closed

**\*Examples of aerosol-generating procedures:**

- Nebulization
  - Airway suction
  - Sputum induction
  - High-flow oxygen (>6L)
  - Positive-pressure ventilation (BiPAP, CPAP)
  - Mechanical ventilation
  - High-frequency oscillatory ventilation
  - Tracheostomy
  - Endotracheal intubation
  - Positive-pressure sleep
  - GI/Endoscopy
  - Pulmonary function test
  - Chest physiotherapy
  - Bronchoscopy
  - Nasopharyngeal swab
  - Nasal wash
  - Transesophageal Echocardiography (TEE)
  - Lung biopsy
  - G-tube
  - Thoracentesis
- Enhanced-airborne precautions are only applicable during the aerosol-generating procedure or operation if the patient does not have suspected or known COVID-19.
    - While in the area where the aerosol-generating procedures are performed all staff should wear their respirator.
    - For impending delivery, staff will wear a gown, gloves and procedural or surgical masks; eye protection and N95 respirator will be worn during the second stage of labor.
    - In between surgeries, procedures and deliveries, please store N95 or PAPR for reuse and don a surgical mask.

**If you provide direct patient care in an ambulatory clinic:**

- A procedural or surgical mask should be worn as above under universal COVID-19 precautions.
- For those health care workers who perform aerosol-generating procedures in clinic settings including ENT clinic, PFT lab, Sleep lab, ARD clinic:
  - No procedures should be performed on patients known to be COVID-19 positive and only urgent procedures should be performed.
  - During the procedures, gown, gloves, eye protection (face shield or goggles—glasses are not sufficient) and respirator should be worn (N95 respirator).