

Long Term Care Facility Checklist in Managing People with COVID

Key Public Health and Infection Control Steps

RESIDENT WITH COVID



- Place in isolation or “hot” unit immediately, with dedicated staff in full PPE
- Notify Texas Health & Human Services Commission
- Report within 24 hours to San Antonio Metropolitan Health District congregate settings team:
210-207-8876 or COVID19CongregateSettings@sanantonio.gov
- Close to new admissions
- For dialysis patients:
 - Notify dialysis facility AND transportation company within 24 hours
 - Arrange with dialysis facility for “in-home” dialysis at your facility during infectious period
- Notify hospitals and transportation companies, including but not limited to those who served the positive patient, that you have an outbreak
- Maintain resident in isolation until recovered as defined by Centers for Disease Control & Prevention (CDC)
- Begin universal testing of residents and staff **every 3-7 days**. Do not retest anyone with a positive COVID result for at least 3 months.
- Use symptom-based strategy (or time-based strategy, if no symptoms) to determine when to discontinue isolation. **Do not retest for at least 3 months.**
- When ready to re-open, submit re-opening questionnaire to Metro Health

STAFFER WITH COVID



- Immediately exclude staff from workplace until CDC recovery criteria are met
- Notify Texas Health & Human Services Commission

- Report within 24 hours to San Antonio Metropolitan Health District congregate settings team:
210-207-8876 or COVID19CongregateSettings@sanantonio.gov
- Perform workplace contact tracing to determine exposures (6 feet, 15 minutes, starting 48 hours before symptom onset or date positive test was performed). Consider:
 - Was staffer correctly and consistently masked at all times?
 - Direct contact with patients and other staff
 - Break times, meals
 - Carpooling
 - Workplace friendships
- Confirm that staffer did not work at another facility
- Advise staffer to isolate at home away from others. Household contacts should self-quarantine until 14 days after their last exposure from your staffer
- Begin universal testing of residents and staff **every 3-7 days**. Do not retest anyone with a positive COVID result for at least 3 months
- Use symptom-based strategy (or time-based strategy, if no symptoms) to determine when to return to work. **Do not retest for at least 3 months.**
- (If applicable) When ready to re-open, submit re-opening questionnaire to Metro Health.