

Checklist for Long Term Care Facilities and COVID-19

Prevent the introduction of respiratory germs INTO your facility

- Post signs at the entrance instructing visitors not to visit if they have symptoms of respiratory infection.
- Ensure sick leave policies allow employees to stay home if they have symptoms of respiratory infection.
- Assess residents' symptoms of respiratory infection upon admission to the facility and implement appropriate infection prevention practices for incoming symptomatic residents

Prevent the spread of respiratory germs WITHIN your facility

- Monitor residents and employees for fever or respiratory symptoms.
- Restrict residents with fever or acute respiratory symptoms to their room. If they must leave the room for medically necessary procedures, have them wear a facemask (if tolerated).
- In general, for care of residents with undiagnosed respiratory infection use Standard, Contact, and Droplet Precautions with eye protection unless suspected diagnosis requires Airborne Precautions (e.g., tuberculosis).
- Healthcare personnel should monitor their local and state public health sources to understand COVID-19 activity in their community to help inform their evaluation of individuals with unknown respiratory illness. If there is transmission of COVID-19 in the community, in addition to implementing the precautions described above for residents with acute respiratory infection, facilities should also consult with public health authorities for additional guidance.
- Post signs throughout the facility of ways to prevent the spread of germs.

Link: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs.pdf>
- Support hand and respiratory hygiene, as well as cough etiquette by residents, visitors, and employees.

- Ensure employees clean their hands according to CDC guidelines, including before and after contact with residents, after contact with contaminated surfaces or equipment, and after removing personal protective equipment (PPE).
- Put alcohol-based hand rub in every resident room (ideally both inside and outside of the room).
- Make sure tissues are available and any sink is well-stocked with soap and paper towels for hand washing.
- Identify dedicated employees to care for COVID-19 patients and provide infection control training.
- Provide the right supplies to ensure easy and correct use of PPE.
- Post signs on the door or wall outside of the resident room that clearly describe the type of precautions needed and required PPE.
- Make PPE, including facemasks, eye protection, gowns, and gloves, available immediately outside of the resident room.
- Position a trash can near the exit inside any resident room to make it easy for employees to discard PPE.

Prevent the spread of respiratory germs BETWEEN facilities

- Notify facilities prior to transferring a resident with an acute respiratory illness, including suspected or confirmed COVID-19, to a higher level of care.
- Report any possible COVID-19 illness in residents and employees to the local health department, including your state HAI/AR coordinator.
- Facilities should develop or review current emergency preparedness plans.
- One part of an overall emergency plan is preparedness. Preparedness includes organizing, training, gathering resources, exercising and evaluating plans.
- Contact local public health and emergency planning partners to understand current community response plans.