Individuals Who Call In for an Appointment

To protect your facility’s staff and patients from potential exposure to COVID-19, individuals who may be ill with or may have been exposed to COVID-19 should be triaged by phone before being asked to present at your facility. Use the DOH guidance “Evaluating Persons with Fever and Acute Respiratory Illness” form.

Individuals Who Present at Your Healthcare Facility

1) Instruct patient to wear a mask covering both the nose and the mouth and apply hand sanitizer to their hands.

2) Isolate the patient in a private room. If patient must sit in the waiting room, instruct them to sit no less than 6 feet away from others and practice respiratory etiquette.

   • Place patient in an Airborne Infection Isolation Room (AIIR) if available. An AIIR should meet current standards, including:
     o Providing at least six (existing facility) or 12 (new construction/renovation) air changes per hour.
     o Directing exhaust of air to the outside.
     o If an AIIR does not directly exhaust to the outside, the air may be returned to the air-handling system or adjacent spaces if all air is directed through HEPA filters.

   • If AIIR is unavailable, place him/her in a private examination room with the door closed. Do not reuse this room for other patients until instructed by your partner local health jurisdiction (LHJ) or Washington State Department of Health (DOH).

3) Use standard, contact, droplet and airborne precautions when interacting with the patient including:

   • Hand hygiene before donning gloves and before contact with the patient or environment
   • Gloves
   • Fluid resistant gown
   • NIOSH-approved and fit-tested N95 mask OR Controlled Air Purifying Respiratory (CAPR)/Powered Air Purifying Respirator (PAPR)
   • Eye protection (e.g. goggles or face shield)
   • Hand hygiene after removing gloves and after contact with the patient or environment

4) Limit the number of staff entering the room and document which staff have contact with the patient.

5) Notify your partner local health jurisdiction (LHJ) immediately for further guidance on patient management, evaluation, or transfer. If the LHJ is not available, call the Washington State Department of Health at (206) 418-5500.