

Integrated Procedural Platform (IPP)

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IPP Physical Space Modification Guidelines	V 6	12/2/2020	Alik Farber, David McAneny, Jennifer Tseng

The following guidelines provide direction for modification of common physical spaces within the IPP to provide the safest experience to patients, family members, visitors and staff during the COVID 19 pandemic.

A. Pre-Procedure Clinic

1. PPC will follow Ambulatory Guidelines.
2. All staff must practice hand hygiene and physical distancing (maintain a distance of six feet from the nearest person).
3. All staff and patients must wear surgical or cloth masks.

B. Patient Arrival Area/Check-in Area

1. Upon arrival to first floor Moakley lobby, patients will be screened at the screening desk. This screening desk will be moved back 50 feet into the lobby (at half way spot across lobby). Space for a straight line will be made on the outer side of the lobby from the revolving door to the desk with floor markings spaced 6 feet apart to guide patients. Right sided chain linked guard posts will be placed to delineate the waiting space. When done with screening, patients will walk on the inner side of the lobby to the Moakley elevators. (Appendix, Exhibit 1)
2. If patients are screened positive at the screening station they will be instructed to go to the CRO Influenza-like (ILI) Clinic for same day testing. The screener will then call and inform the pre-op charge nurse using walkie-talkie. Pre-op charge nurse will then inform the OR Desk who will contact the surgeon.
3. Placards explaining this movement pattern will be placed at the revolving doors and at the screening desk.
4. Hand sanitizer stations will be placed at the revolving doors and at the screening desk.
5. The bench chairs in Moakley lobby will be placed so that there is 6 feet between benches. Every other chair in the bench will be blocked with a "No Sitting" sign.
6. Patients and staff must practice hand hygiene and physical distancing (maintain a distance of six feet from the nearest person).
7. Signage as to the maximal number of people in this space will need to be noted on a placard.
8. Patients will go to the Registration/Check-in Area on second floor via elevator (max 4 people/trip) or stairs.
9. On Moakley second floor landing signage needs to be adjusted to include Cath/EP/Interventional Labs.
10. Patients, accompanying parents/guardians/guards, and staff need to wear surgical or cloth masks.

C. Patient Registration/Check-in Area

1. Patients will check-in at the desk and will sit down until called back to complete registration. The bench chairs in the check-in area will be placed in rows, theater style, so that there is 6 feet between benches. Every other chair in the bench will be blocked with a “No Sitting” sign.
2. Plastic barrier will be in place in front of registration desk.
3. Floor markings spaced 6 feet apart will be placed in front of registration desk.
4. Hand sanitizer stations will be placed at both ends of the room.
5. Wall mounted toys will be covered up.
6. Signage as to the maximal number of people in this space will need to be noted on a placard.
7. All staff, patients and visitors must wear surgical or cloth masks.

D. Pre-operative Area and PACU

1. Beds will be maintained 6 feet apart.
2. All staff must practice hand hygiene and physical distancing (maintain a distance of six feet from the nearest person).
3. Existing policy to limit visitors in IPP is to be maintained. No visitors will be allowed except for parents (1 parent per child patient), caretakers (1 per incapacitated patient), and guards (1 or 2 per prisoner as per BMC Prisoner Patient Policy).
4. All staff, patients and visitors must wear surgical or cloth masks.

E. Patient Waiting Room

1. The bench chairs in the check-in area will be placed in rows, theater style, so that there is 6 feet between benches. Every other chair in the bench will be blocked with a “No Sitting” sign.
2. Tables, magazine racks, magazines and water cooler will be removed.
3. Patients and staff must practice hand hygiene and physical distancing (maintain a distance of six feet from the nearest person).
4. Signage as to the maximal number of people in this space will need to be noted on a placard.
5. All staff, patients and visitors must wear surgical or cloth masks.

F. Staff Lounges

1. OR and IR staff lounges need to be configured with tables and chairs so as to enforce 6 ft distance between staff. Extra tables and chairs will be removed from rooms.
2. Staff will must practice hand hygiene and physical distancing (maintain a distance of six feet from the nearest person).
3. Signage as to the maximal number of people in this space will need to be noted on a placard.
4. All staff must wear surgical masks.

G. Locker Rooms

1. Signage as to the maximal number of people in this space and statement against using space for any other reason except to change will need to be noted on a placard.
2. Staff must practice hand hygiene and physical distancing (maintain a distance of six feet from the nearest person).
3. All staff must wear surgical masks.

H. Dictation Rooms

1. Staff will need to practice hand hygiene and physical distancing (maintain a distance of six feet from the nearest person).
2. Signage as to the maximal number of people in this space will need to be noted on a placard.
3. All staff must wear surgical masks.
4. Lysol spray and/or Clorox wipes will be available in each dictation room to allow for space sanitization.

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I. Appendix

Exhibit A: Moakley 1st Floor Diagram

