

COVID-19

PINK ALERTS

The attached PINK ALERTs are a practical guide to use if you have a positive case of COVID-19.

The PINK ALERTS do not replace a Pandemic Plan and are to be used in addition as step-by-step instruction for staff to organise their initial response in the event there is a positive case identified.

Organizations may choose to use parts of these guidelines and adjust to suit their individual Situations.

Tierra Health are offering these as practical stepped guides to assist the sector.

If you would like to speak to a Tierra Health Consultant about this, need assistance tailoring these for your own organisation or would like to assess your pandemic readiness including mock outbreak trials, please feel free to reach out to:

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Disclaimer Statement

This resource has been prepared by the authors Tierra Health Pty Ltd and Carino Care Pty Ltd for Carino Care Pty Ltd.

Both parties make this resource freely available to the Australian Residential Aged Care industry as a reference guide.

Whilst due care has been taken in collecting, collating and interpreting Covid-19 Pandemic management information relevant to the Australian Residential Aged Care industry, some omissions may have occurred. This statement and opinions in this resource are given in good faith and in the belief that they are not false or misleading.

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It is incumbent upon others to make independent assessment and decision regarding the applicability and use of this material in any setting.

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MANAGER - PINK ALERT

| Hour | Item | Action | Who |
|-----------|--|--|-----|
| Immediate | Advise Executive | SMS, call and email – HO Pandemic Co-ordinator will come to site <ul style="list-style-type: none"> - Organise family comms - Commission and NSW Health - Additional staffing – for distressed, palliative and wandering residents - Deliver centralised PPE and stock - See inbound call diversion plan – local phone diverted <ul style="list-style-type: none"> o Media – CEO mobile o Families – mobile numbers to be provided o HO Co-Ordinator mobile for Commission and PHU o GPs – RN mobile | |
| Immediate | Appoint a COVID Coordinator (Care Manager) | Release the COVID-19 coordinator from all other duties- all communications and documentation is overseen by the Coordinator | |
| Immediate | Call Heads of Dept | Distribute PINK ALERT instructions and set next meeting for 1 hour | |
| Immediate | Isolation | Maintenance Confirm room(s) Confirm closure of area by fire/smoke doors and bunting to specific rooms Issue room closure form | |
| Immediate | Communications - staff | Manager - Advise all staff on shift to PINK ALERT status No staff to move from their work area – to prevent clean/Covid cross-over Issue instruction – collect instruction and implement roles | |
| Immediate | Communications - residents | Care staff to advise their allocated residents of outbreak, now restricted to bedroom, go through the items on the letter you are delivering e.g. closure of smoke doors, air-conditioning off, | |
| Immediate | Communications – family | HO Co-ordinator to commence calling affected resident family and notify them of Outbreak using the script provided. Keep record of all Representatives called and any comments/feedback/concerns etc. then all families and guardians | |

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| Immediate | Visitors on site at this time | Admin Evacuate visitors and non-essential people out. Provide them with one-page self-isolating instructions sheet | |
| 1 hour | Pandemic Plan | Manager: Pandemic folder – Provide copies of Pandemic plan to HO Co-Ordinator, Local Pandemic Co-ordinator, Commission | |
| 1 hour | Contact Tracing | HO Co-ordinator: Obtain list of staff who hold secondary employment, and instruct them to notify their other employer | |
| 1 hour | PPE | HO delivery personnel: To deliver 3-day supply of PPE and advise PHU | |
| 1 hour | GPs | CM contact GPs and implement Telemedicine | |
| At the end of 1 hour | Outbreak team management meeting | Manager: Gather HOD personnel and go through Pink alert sheets. Discuss any tasks not completed and implement contingency measures Repeat heads of dept, including PHU and Commission if required, include HO Co-ordinator | |
| 4-6 hours | | HO Coordinator: Update ACQSC and PHU if required. | |
| 4-6 hours | Roster review | Extra staffing confirmed Admin: <ul style="list-style-type: none"> - to organise staffing from other Homes for clean areas only - Division of clean and Covid staffing - External food to be organised for staff - Key people risk management paper confirmed - Organise staff Covid-19 testing with PHU | |