



**STANDARD WORK**

**Hotel COVID Screening – Hotel Clients Reporting COVID Sx During Screening**

<b>Purpose:</b> Safely Care for Client and Staff with Sx	<b>Activity:</b> Patient Screened with COVID Symptoms	<b>Date created:</b> 6/16/2020	<b>Revised date:</b>
<b>Location:</b> Holiday Inn Express and Hampton Inn Airport Hotels	<b>Owner:</b>	<b>Process flow total time:</b> ~00:02:00	<b>Version:</b> Rev 0.00

SEQUENCE	MAJOR STEPS <small>(What)</small>	KEY POINTS <small>(How)</small>	REASON <small>(Why)</small>	TIME <small>(Per Element)</small>	✓
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1	All hotel clients in the Hotels affiliated with the Interactive Resource Center will be screened weekly for COVID and medical needs.	Patient answers yes to any of the COVID Screening Questions on the “Interactive Resource Center Client Weekly Evaluation Form”.	To identify patients who potentially have COVID virus.		
2	If client reports having symptoms consistent with COVID, he/she will be provided a mask if not already wearing one., in addition to limiting contact with others being screened.	Nursing staff have masks readily available to give to hotel clients.	To prevent further spread of illness.		
3	Nursing staff will notify the Health Department at 336-641-6704, and complete the COVID-19 ISOLATION ORDER in addition to any other paperwork the Health Department may request.	Copies of the document are available in the folder with paperwork. Have the patient sign the necessary documents. The Health Department contact with assist with form completion and give a time the patient will be picked up from the hotel for transport to the COVID hotel.	To report possible COVID symptoms to the Health Department.		
4	Patient will be isolated in room until Health Department Transport arrives to take patient to COVID hotel for testing.	Patient will be escorted by security to their room for isolation and to pack for transfer to COVID hotel. Patient to be instructed of need to remain in room until Health Department Transport arrives.	To prevent further spread of illness prior to transport to COVID hotel.		
5	Health Department representative to pick up client and transport to COVID hotel for testing and isolation.	The Health Department will send a vehicle to pick-up the client and transport to the COVID hotel for testing and isolation. Results will be called to the person reporting the incident. If patient is positive, he/she will remain at COVID hotel per guidelines. If negative, patient will be transported back to the hotel originally assigned for shelter.	Enable testing of patient and contact tracing by the Health Department.		