

IPC Considerations for Establishing an Evacuation Centre

This document was developed by Alberta Health Services (AHS) Infection Prevention and Control (IPC) for use by experienced Infection Control Professionals (ICPs) when consulted during the establishment of evacuation centres with an integrated healthcare area.

The first part of the checklist pertains to the establishment of the overall Evacuation Centre, and the latter part of the checklist is specific to a healthcare area, if located within the evacuation centre.

Overview

Health services are an integral component of every community. In the event of a disaster (man-made or natural) availability of, and accessibility to health services become increasingly important to support first responders and/or those who have been impacted by the disaster.

The AHS Incident Management System (IMS) organizational structure is based on the Incident Command System (ICS) which enables rapid integration and connectivity between sites, services, zones, external partners and stakeholders. It defines the roles and responsibilities of personnel and the operating procedures to be used in the management and direction of emergencies and disasters.

Infection Prevention and Control (IPC) is represented at each level of the IMS structure. IPC requirements are integral to establishing and commissioning temporary health service delivery areas and structures used during the post-disaster period such as an evacuation centre.

ESTABLISHING THE EVACUATION CENTRE			
No	Area	Yes	No
1.0	General considerations		
1.1	Consultation with Infection Prevention and Control prior to opening	<input type="checkbox"/>	<input type="checkbox"/>
1.2	General workflow: clean to dirty	<input type="checkbox"/>	<input type="checkbox"/>
1.3	Waste disposal process established	<input type="checkbox"/>	<input type="checkbox"/>
1.4	General waste holding area is away from Evacuation Centre	<input type="checkbox"/>	<input type="checkbox"/>
2.0	Water intrusion management resources		
2.1	Squeegee, bailing bucket, mops, wet vacuum available	<input type="checkbox"/>	<input type="checkbox"/>
3.0	Pre-occupancy requirements		
3.1	Designate separate entrance and exit routes	<input type="checkbox"/>	<input type="checkbox"/>
3.2	Establish one-way traffic flow	<input type="checkbox"/>	<input type="checkbox"/>
3.3	Registration and Assessment area for Communicable Diseases	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Potable water access	<input type="checkbox"/>	<input type="checkbox"/>
3.6	Clear separation of clean and soiled supplies and linens	<input type="checkbox"/>	<input type="checkbox"/>

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ESTABLISHING THE EVACUATION CENTRE			
No	Area	Yes	No
3.7	Recycling bins are available	<input type="checkbox"/>	<input type="checkbox"/>
3.8	Prepare and post signage (see Appendix)	<input type="checkbox"/>	<input type="checkbox"/>
4.0	Washroom/portable toilet		
4.1	Identify appropriate ratio for number of anticipated evacuees and staff. The ratio is situation-specific, and would be determined in consultation with Environmental Public Health by anticipated displaced population need, duration of event, location/services nearby, etc.	<input type="checkbox"/>	<input type="checkbox"/>
5.0	Hand hygiene accessibility		
5.1	ABHR available at registration and assessment area	<input type="checkbox"/>	<input type="checkbox"/>
5.2	ABHR available at eating area	<input type="checkbox"/>	<input type="checkbox"/>
5.3	Portable/permanent hand hygiene sink, soap dispenser, and disposable single use towels are available at washroom area	<input type="checkbox"/>	<input type="checkbox"/>
5.4	Portable/permanent hand hygiene soap, soap dispenser and disposable single use towels are available in the laundry area	<input type="checkbox"/>	<input type="checkbox"/>
6.0	Environmental cleaning		
6.1	Schedule for routine environmental cleaning	<input type="checkbox"/>	<input type="checkbox"/>
6.2	Blood and Body Fluid spill kit including cleaning cart, hand pail, clean cloths, wet mop, bucket and wringer, cleaning/disinfecting product(s), spill pack, dust pan, brush, wet floor signs, garbage bags, linen bags (for soiled linen), mask and gloves, absorbent material, and safety goggles/glasses. Additional PPE may be required, as appropriate.	<input type="checkbox"/>	<input type="checkbox"/>

For more information, contact Infection Prevention and Control:
IPCSurvStdAdmin@ahs.ca

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Revised date:

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ESTABLISHING THE HEALTHCARE AREA WITHIN THE EVACUATION CENTRE		Yes	No
7.0	General considerations		
7.1	Consultation with Infection Prevention and Control prior to opening healthcare area	<input type="checkbox"/>	<input type="checkbox"/>
7.2	Consider the need for AHS security	<input type="checkbox"/>	<input type="checkbox"/>
7.3	Clear separation of clean and soiled linens and supplies	<input type="checkbox"/>	<input type="checkbox"/>
7.4	Defined area for Environmental Services and supplies	<input type="checkbox"/>	<input type="checkbox"/>
7.5	Defined area for charting	<input type="checkbox"/>	<input type="checkbox"/>
7.6	Defined area for pharmacy medications and supplies	<input type="checkbox"/>	<input type="checkbox"/>
7.7	Plan for management of reusable soiled equipment and instruments	<input type="checkbox"/>	<input type="checkbox"/>
7.8	Biohazardous waste and lockable sharps containers are available	<input type="checkbox"/>	<input type="checkbox"/>
7.9	Eyewash station is available	<input type="checkbox"/>	<input type="checkbox"/>
7.10	Confidential paper-shredding container is available	<input type="checkbox"/>	<input type="checkbox"/>
7.11	Temperature monitoring and documentation for areas with sterile supplies: 20-24° C	<input type="checkbox"/>	<input type="checkbox"/>
7.12	Relative humidity monitoring and documentation for areas with sterile supplies: 30-60%	<input type="checkbox"/>	<input type="checkbox"/>
8.0	Washroom/portable toilet		
8.2	Dedicated staff toilet and hand hygiene sink	<input type="checkbox"/>	<input type="checkbox"/>
8.3	Dedicated public/patient toilet and hand hygiene sink	<input type="checkbox"/>	<input type="checkbox"/>
8.4	Dedicated isolation patient toilet and hand hygiene sink	<input type="checkbox"/>	<input type="checkbox"/>
9.0	Hand hygiene		
9.1	Consult the AHS ABHR Dispenser Placement Algorithm (Jeeves: \COMMON - PROVINCIAL\ABHR Placement Algorithm) to optimize locations and determine the maximum allowable number of dispensers.	<input type="checkbox"/>	<input type="checkbox"/>
9.2	Priority for placement of ABHR:	<input type="checkbox"/>	<input type="checkbox"/>
	a) Priority 1 - point-of-care	<input type="checkbox"/>	<input type="checkbox"/>
	b) Priority 2 - clean and sterile supplies	<input type="checkbox"/>	<input type="checkbox"/>
	c) Priority 3 - PPE donning and doffing	<input type="checkbox"/>	<input type="checkbox"/>
	d) Priority 4 - at entrance/exit to the healthcare area	<input type="checkbox"/>	<input type="checkbox"/>
9.3	Portable/permanent hand hygiene sink, soap dispenser, and disposable single use towels are available dedicated to healthcare staff	<input type="checkbox"/>	<input type="checkbox"/>

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ESTABLISHING THE HEALTHCARE AREA WITHIN THE EVACUATION CENTRE		Yes	No
10.0	Standard Operating Procedures (SPOs)		
10.1	Outbreak Management Guideline with line lists	<input type="checkbox"/>	<input type="checkbox"/>
10.2	General and biomedical waste	<input type="checkbox"/>	<input type="checkbox"/>
11.0	Environmental cleaning		
11.1	Environmental Services Standard Operating Procedures available	<input type="checkbox"/>	<input type="checkbox"/>
11.2	Consider secondment of AHS ES staff or contracted agency familiar with cleaning healthcare facilities	<input type="checkbox"/>	<input type="checkbox"/>
11.3	Schedule for routine environmental cleaning and monitoring	<input type="checkbox"/>	<input type="checkbox"/>
11.4	AHS-provided RTU (Ready to Use) disinfectant products and wipes available	<input type="checkbox"/>	<input type="checkbox"/>
11.5	Cart with cleaning supplies and disinfectants	<input type="checkbox"/>	<input type="checkbox"/>
11.6	Blood and Body Fluid spill kit including cleaning cart, hand pail, clean cloths, wet mop, bucket and wringer, cleaning/disinfecting product(s), spill pack, dust pan, brush, wet floor signs, garbage bags, linen bags (for soiled linen), mask and gloves, absorbent material, and safety goggles/glasses. Additional PPE may be required, as appropriate.	<input type="checkbox"/>	<input type="checkbox"/>
12.0	Triage area		
12.1	Consider space and privacy for conducting assessments	<input type="checkbox"/>	<input type="checkbox"/>
12.2	Masks and ABHR are available	<input type="checkbox"/>	<input type="checkbox"/>
12.3	Triage area is able to separate patients requiring isolation, i.e. distance and/or physical barriers	<input type="checkbox"/>	<input type="checkbox"/>
12.4	Symptom-based assessment tools, including GI/ILI/rash/wound are available to assess all patients for signs and symptom of acute infection (Jeeves:\COMMON - PROVINCIAL\Ambulatory Care ARO RP Project 2016\Tools)	<input type="checkbox"/>	<input type="checkbox"/>
12.5	Symptom-based reference for PPE and additional precautions is available (Jeeves:\COMMON - PROVINCIAL\Ambulatory Care ARO RP Project 2016\Tools)	<input type="checkbox"/>	<input type="checkbox"/>
13.0	Treatment area		
13.1	Beds are separated by 2 meters with barriers (walls/screens/curtains)	<input type="checkbox"/>	<input type="checkbox"/>
13.2	ABHR dispensers are readily available (see 9.0 ↑)	<input type="checkbox"/>	<input type="checkbox"/>
13.3	Smooth, non-porous, solid-surface general waste containers are available	<input type="checkbox"/>	<input type="checkbox"/>
13.4	Biohazardous waste containers are available	<input type="checkbox"/>	<input type="checkbox"/>
13.5	Sharps containers available at point of care	<input type="checkbox"/>	<input type="checkbox"/>
13.6	Clean and sterile supplies are minimized, i.e. no overstocking	<input type="checkbox"/>	<input type="checkbox"/>

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ESTABLISHING THE HEALTHCARE AREA WITHIN THE EVACUATION CENTRE		Yes	No
13.7	Supplies and linens stored away from potential contamination	<input type="checkbox"/>	<input type="checkbox"/>
13.8	Adequate types, sizes, models and quantities of Personal Protective Equipment are available	<input type="checkbox"/>	<input type="checkbox"/>
14.0 Isolation treatment area			
14.1	Beds are separated by 2 meters with barriers (walls/screens/curtains)	<input type="checkbox"/>	<input type="checkbox"/>
14.2	Hand hygiene ABHR dispensers are readily available. In case of a GI outbreak consider relocating a portable hand hygiene sink (see 9.0 ↑).	<input type="checkbox"/>	<input type="checkbox"/>
14.3	General waste bins are available large enough for PPE disposal	<input type="checkbox"/>	<input type="checkbox"/>
14.4	Biohazardous waste bins are available	<input type="checkbox"/>	<input type="checkbox"/>
14.5	Sharps containers are at point of care	<input type="checkbox"/>	<input type="checkbox"/>
14.6	Supplies are minimized	<input type="checkbox"/>	<input type="checkbox"/>
14.7	Personal Protective Equipment is outside of isolation treatment area with adequate types, sizes, models and quantities	<input type="checkbox"/>	<input type="checkbox"/>
15.0 Isolation PPE cart supplies			
15.1	Four sizes of gloves	<input type="checkbox"/>	<input type="checkbox"/>
15.2	Disposable isolation gowns/aprons	<input type="checkbox"/>	<input type="checkbox"/>
15.3	Protective eyewear, i.e. procedure masks with attached face shield or face shield/safety glasses	<input type="checkbox"/>	<input type="checkbox"/>
15.4	Respirators: N-95 respirators including adequate makes/models/sizes	<input type="checkbox"/>	<input type="checkbox"/>
15.5	Procedure masks for use with face shield/safety glasses and for transporting patients on droplet or airborne precautions	<input type="checkbox"/>	<input type="checkbox"/>
15.6	ABHR dispenser	<input type="checkbox"/>	<input type="checkbox"/>
15.7	Additional precautions signs	<input type="checkbox"/>	<input type="checkbox"/>
15.8	AHS-provided disinfectant wipes	<input type="checkbox"/>	<input type="checkbox"/>

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No	Area	Yes	No
16.0	Signage/posters		
16.1	Hand hygiene <ul style="list-style-type: none"> ▪ How to use Alcohol-based Hand Rub ▪ How to Hand Wash ▪ Did you Wash your Hands Poster 	<input type="checkbox"/>	<input type="checkbox"/>
16.2	Donning/doffing <ul style="list-style-type: none"> ▪ Putting on (Donning) Personal Protective Equipment (PPE) ▪ Taking off (Doffing) Personal Protective Equipment (PPE) 	<input type="checkbox"/>	<input type="checkbox"/>
16.3	Additional precautions: <ul style="list-style-type: none"> ▪ http://www.albertahealthservices.ca/info/Page11362.aspx 	<input type="checkbox"/>	<input type="checkbox"/>
16.4	Point of Care Risk Assessment Algorithm for Influenza-Like-Illness <ul style="list-style-type: none"> ▪ Point of Care Risk Assessment (PCRA) 	<input type="checkbox"/>	<input type="checkbox"/>
16.5	Rapid assessment & triage for patients presenting with fever <ul style="list-style-type: none"> ▪ IPC Rapid Assessment and Triage for ED / Urgent Care Patients with Potential VHF 	<input type="checkbox"/>	<input type="checkbox"/>
16.6	Assessment tools <ul style="list-style-type: none"> ▪ GI Algorithm ▪ Rash Algorithm ▪ Wound Algorithm ▪ Respiratory (ILI) Algorithm ▪ Patient Symptoms Alert Poster 	<input type="checkbox"/>	<input type="checkbox"/>
It is recommended that signs for the following areas be prepared and printed for use during setup of Healthcare area:			
16.7	Clean supplies	<input type="checkbox"/>	<input type="checkbox"/>
16.8	Soiled supply holding area	<input type="checkbox"/>	<input type="checkbox"/>
16.9	Soiled linen holding area	<input type="checkbox"/>	<input type="checkbox"/>
16.10	Clean linen holding area	<input type="checkbox"/>	<input type="checkbox"/>
16.11	General waste holding area	<input type="checkbox"/>	<input type="checkbox"/>
16.12	Biohazard/sharps waste holding area	<input type="checkbox"/>	<input type="checkbox"/>
16.13	Patient flow entry and exit routes	<input type="checkbox"/>	<input type="checkbox"/>