

UAH Special Isolation Unit – Critical Care Manager

SIU Activation Contacts/Information for Contacts

If SIU activation is after hours, the first calls are by the Critical Care On-Call from home to start preparation process. Inform the contacts that you are on your way to SIU (or 5C3.)

SIU 3C2 Nursing Station – **780-407-3259**

(Temporary SIU 5C3 – 780-407-7584)

Date: _____ Time: _____

Information to be obtained during conference call with MOH			
1. Patient identification information Information should be added to Connect Care during admission process ➤ If female adult, is the obstetrical issue Yes or No ✓ If obstetric, contact RAH switchboard for OG/GYNE on-call			
First Priority Contacts – after SIU has been ACTIVATED			
Contact	Phone #	Information to be given	Done
GSICU Charge RN and Pediatrics Manager	7-3274	SIU has been activated 1. Inform of patient current location & approximate time of arrival (if patient has not presented to UAH ED) 2. Identify any SIU members currently on unit and reassign to SIU depending on Adult or Pediatric patient <ul style="list-style-type: none"> • Begin identifying possible SIU members coming in for next shift and backfilling 3. Call next shift members to advise of SIU assignment	<input type="checkbox"/>
	7-6191		<input type="checkbox"/>
5C3 Charge RN	7-7584	***Only if 3C2 SIU temporarily unavailable and relocated to 5C3*** 1. Contact Unit Manager, physician and begin moving any patients from TB isolation area of 5C3 (45 min required to circulate/clear air after patients out) <ul style="list-style-type: none"> • Begin moving equipment as per 5C3 plan 	<input type="checkbox"/>
3C2 Charge RN	7-6149	SIU has been activated: 1. Relocate any patient admitted to Bed 5 <ul style="list-style-type: none"> ✓ Call Site Manager if assistance needed to find bed 2. Move any Burns specific equipment from SIU and Special Treatment Room (List is in 3C2 SIU Prep binder) 3. Notify ENT/Plastics about Special Treatment room ***Inform 3C2 Unit Clerk to start admission process	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Respiratory Manager	7-1283 7-6191 (after-hours)	Notify that SIU has been activated <ul style="list-style-type: none"> • Reassign any SIU RRT and plan for next shift reassignment 	<input type="checkbox"/>
ED Charge RN	7-6006	A. Patient coming from another site, notify ED Charge RN that: 1. SIU has been activated and EMS/IRP bringing patient to ED Decontamination Room	<input type="checkbox"/>

		2. Prepare Decontamination room for EMS/IRP - give estimated time of arrival if known 3. SIU will notify ED when team arriving to transport patient to SIU 4. ED to Contact Environmental Services regarding cleaning of Decontamination Room/Elevator 37 after patient transferred to SIU	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
		B. Patient presented to UAH ED: (ED Charge RN will already be aware of SIU activation) Confirm patient information and location (maybe in room other than OB/Gyne isolation) ED to contact EVS regarding cleaning of any area patient was placed prior to transfer	<input type="checkbox"/>
Protective Services	7-7777	Patient coming from another site: Ask for the Shift Team Leader-on-Duty 1. SIU activated 2. SIU will call when EMS/IRP arrival expected within 15 minutes	<input type="checkbox"/> <input type="checkbox"/>
		Patient presented to UAH ED: -Ask for Shift Team Leader-on-Duty (will already be aware of patient) 1. SIU will call Team Leader when leaving SIU to pick up patient in ED	<input type="checkbox"/>
Environmental Services	7-1123 780-445-6785 (after-hours)	Notify that SIU has been activated 1. SIU will call when EMS/IRP expected within the next 15 minutes (prepare to clean the decontamination room or 1A6.48) 2. SIU will call regarding cleaning of stretcher and bio-hazard bins to be picked up at SIU	<input type="checkbox"/> <input type="checkbox"/>
IPC	7-6191	Notify that SIU has been activated and IPC member needed for assist with donning and doffing PPE	

At this point, the Critical Care Manager-On-Call **MUST** be at the SIU Nursing station to handle in-coming calls while SIU preparation is in progress.

Second Priority / Follow-up Contacts – SIU Activated			
Contact	Phone #	Information	Done
Facilities Operations Centre	7-8657	Notify that the SIU has been activated <ul style="list-style-type: none"> Notify that Facilities will receive radio call from Protective Services when ready to transport patient using Elevator 37 SIU may call to confirm room pressure has been change to negative (Key for change at 3C2 Front Desk) 	<input type="checkbox"/> <input type="checkbox"/>

Intensivist-on-Call	7-6191	Call when SIU team starts donning PPE in preparation to transfer patient from ED (Intensivist already aware of activation from initial conference call)	<input type="checkbox"/>
CPSM	780-407-6983	Notify that SIU has been activated (If after hours, leave a clear message about activation so CPSM will be ready for possible STAT supply requests)	<input type="checkbox"/>
Workplace Health and Safety	780-342-8580	If SIU activated between 0745 – 1545h <ul style="list-style-type: none"> If after hours, call WHS number the following morning 	<input type="checkbox"/>
Patient Arrival in SIU			
		Information	Done
Virologist-on-Call	7-6191 7-8822	Call when team has donned PPE and entered room to draw blood	<input type="checkbox"/>
Diagnostic Imaging	7-8422	Call ONLY if CXR has been ordered	<input type="checkbox"/>
GSICU Charge RN / Pediatrics	7-3274	Call once patient stabilized to give up-date on patient	<input type="checkbox"/>
Pharmacy	7-6989	Call to inform that SIU activated <ol style="list-style-type: none"> STAT medication orders sent via Connect Care <ul style="list-style-type: none"> Remind Pharmacy to deliver medications to SIU via OR corridor (use intercom to call in) 	<input type="checkbox"/>

Critical Care Manager to confirm that the following have been notified of SIU activation:

UAH Executive-on-call Executive Director Critical Care
 Zone Critical Care Medical Director ICU Medical Director

Once patient admitted and stabilized, the Critical Care Manager should:

- Check with GSICU Charge RN /Pediatrics Manager / Respiratory Manager
 - ❖ Assist as needed to confirm SIU staffing for next shifts
- Call SIU nursing station each morning
 - ❖ Ask if there are any concerns that need to be addressed
 - ❖ Obtain up-date on patient condition and care plan

Place this completed checklist in the folder at the SIU Nursing Station