**COVID-19 Personal Protective Equipment (PPE)**

**Staff Practice**

**Leaders Guide**

**COVID-19 Personal Protective Equipment (PPE) – Staff Practice**

**Leader’s Guide**

“In December 2019, a novel (new) coronavirus know as SARS-CoV-2 was first detected in Wuhan, Hubei Province, People’s Republic of China. That virus spread globally.”1 In the United States, the Secretary of Health and Human Services (HHS) declared a public health emergency (PHE) on January 31, 2020. “On March 11, 2020, the World Health Organization (WHO) announced the COVID-19 outbreak could be characterized as a pandemic since the rates of infection continued to rise around the world and across the United States.”1

Since those declarations (and subsequent renewals of the PHE), nursing homes have been inundated with CMS waivers, new requirements of participation, CDC practice recommendations, additional funding sources, multiple reporting requirements, and a new focused COVID-19 survey. Federal, state, and local resources have been stretched and often move precariously among conventional, contingency, and crisis patterns. The CDC indicates, “The greatly increased need for PPE caused by the COVID-19 pandemic has caused PPE shortages, posing a tremendous challenge to the U.S. healthcare system. Healthcare facilities are having difficulty accessing the needed PPE and are having to identify alternate ways to provide patient care.”2

Today, nursing home leaders not only must keep strategic and operational goals in mind but must also pay close attention to daily organizational life. Successful leaders and managers rely upon internal and external relationships with residents, resident representatives, staff, vendors, and community partners in the continuum of care. Mutual support comes from clear, transparent, empathetic communication. A turn from the old ways of doing things toward creativity and active participation in problem solving can be a welcome discovery.

Some areas to be considered for review and focus for Personal Protective Equipment (PPE) Staff Practice related to COVID-19 and reopening include:

* Staff Resources
	+ Infection Preventionist
	+ Administrator
	+ Medical Director
	+ Attending Physicians and Physician Extenders
	+ Director of Nursing
	+ Nurse Managers, MDS Coordinators, Quality Assurance Coordinators
	+ Staff Development
	+ Rehabilitative and Restorative Staff
	+ Frontline Nurses and Certified Nursing Assistants
	+ Human Resources
	+ Nursing Department Scheduler
	+ Purchasing Agents and Supply Clerks
	+ Social Services Staff
	+ Activities Staff
	+ Environmental Services Staff (Housekeeping, Laundry, Maintenance)
	+ Food and Nutrition Services Staff
	+ Business Office/Administrative/Clerical Staff
	+ Volunteers
* Policies and Procedures for Personal Protective Equipment (PPE)
* Education
	+ Infection Prevention and Control Program (F880)
	+ Emergency Management Plan
	+ Outbreak Management Plan
	+ Infection Preventionist (F881)
	+ Long Term Care Survey Pathway “Infection Prevention, Control, and Immunizations” (CMS-20054)
	+ COVID-19 Focused Survey for Nursing Homes
	+ Nursing Home Reopening Recommendations for State and Local Officials (QSO-20-30-NH) (May 18, 2020) (Revised September 28, 2020)
	+ Webinar Series -- CDC COVID-19 Prevention Messages for Front Line LTC Staff: “Use Personal Protective Equipment (PPE) Correctly for COVID-19”
	+ Interim Final Rule (IFC), CMS-3401-IFC, Additional Policy and Regulatory Revisions in Response to the COVID-19 Public Health Emergency related to Long-Term Care (LTC) Facility Testing Requirements and Revised COVID-19 Focused Survey Tool (QSO-20-38-NH) (August 26, 2020)
	+ PPE Optimization Strategies/Burn Rate Calculations
	+ PPE Supply Reporting Requirements
* Documentation/Communication
	+ Baseline care plan
	+ Comprehensive care plan
	+ PPE Ordering, Inventory, CDC Reporting
	+ Reopening Status
	+ PPE Optimization Status
* Quality Assurance
	+ Processes
		- Medical Record Documentation
		- Resident, Staff, and Visitor Interviews
		- Observation of Staff PPE Use – Process Surveillance Audits
		- Signage Related to Precautions
		- Competency Checks
		- Ordering and Stocking PPE
			* Calculating Burn Rates
		- PPE Optimization per CDC Guidance/Facility Procedure
		- Reporting/Communication
			* PPE Ordering, Inventory, CDC Reporting
			* Reopening Status
			* PPE Optimization Status
			* Competency Checks – Usage, Donning/Doffing
	+ Outcomes
		- 24 Hour Reports
		- Line Lists
		- Audit Results
		- QAPI Process

**References and Resources**

2Centers for Disease Control and Prevention. Optimizing Supply of PPE and Other Equipment during Shortages. Updated July 16, 2020: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/ppe-strategy/general-optimization-strategies.html>

Centers for Disease Control and Prevention. Personal Protective Equipment (PPE) Burn Rate Calculator. Updated April 7, 2020: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/ppe-strategy/burn-calculator.html>

Centers for Disease Control and Prevention. Summary for Healthcare Facilities: Strategies for Optimizing the Supply of PPE during Shortages. Updated Dec. 29, 2020: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/ppe-strategy/strategies-optimize-ppe-shortages.html>

Centers for Disease Control and Prevention. Infection Preventionist Training: <https://www.cdc.gov/longtermcare/index.html>

Centers for Disease Control and Prevention. Preparing for COVID-19 in Nursing Homes. Updated Nov. 20, 2020 (Scroll down for Webinar Series) Webinar Series -- CDC COVID-19 Prevention Messages for Front Line LTC Staff: “Use Personal Protective Equipment (PPE) Correctly for COVID-19”

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/long-term-care.html>

Centers for Medicare and Medicaid Services. Long Term Care Survey Pathway Infection Prevention, Control, and Immunizations (CMS-20054) Updated 12/2020:

Available for download at: <https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/GuidanceforLawsAndRegulations/Nursing-Homes>

Centers for Medicare and Medicaid Services. Nursing Home Reopening Recommendations for State and Local Officials (QSO-20-30-NH) (May 18, 2020) (Revised September 28, 2020)

<https://www.cms.gov/files/document/qso-20-30-nh.pdf-0>

Centers for Medicare and Medicaid Services. QSO-20-38-NH Interim Final Rule (IFC), CMS-3401-IFC, Additional Policy and Regulatory Revisions in Response to the COVID-19 Public Health Emergency related to Long-Term Care (LTC) Facility Testing Requirements and Revised COVID-19 Focused Survey Tool (August 26, 2020)

<https://www.cms.gov/files/document/qso-20-38-nh.pdf>

Quality Improvement Organizations. CMS-CDC Fundamentals of COVID-19 Prevention for Nursing Home Management:  <https://qioprogram.org/cms-cdc-fundamentals-covid-19-prevention-nursing-home-management>

1Federal Register. Proclamation 9994 of March 13, 2020. Declaring a National Emergency Concerning the Novel Coronavirus Disease (COVID-19) Outbreak: <https://www.federalregister.gov/documents/2020/03/18/2020-05794/declaring-a-national-emergency-concerning-the-novel-coronavirus-disease-covid-19-outbreak>