

# Australian Society of Ophthalmologists

## Guidelines: Novel Coronavirus

### To all Healthcare Workers, Staff, Students and all Doctors

The Australian Society of Ophthalmologists is committed to ensuring that practices follow their legal obligations under work health and safety law. Each practice should ensure where reasonable and practical that the work environment is safe and without risk to health and safety. Each practice will:

- Provide current and up to date information as it is provided by AMA, RANZCO and Australian Government Department of Health:
  - <https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert/c>
- Follow protocol on implemented safe work practices particularly in relation to use of face masks, hand sanitisers and follow hand hygiene practices
- Encourage any team member to raise concerns directly to the Practice Manager

### Guidelines For Anyone Who Has Travelled Overseas

- Any patients, team members, students, doctors, who have travelled OVERSEAS should not return to work and should self-isolate from the community for at least 14 days after ARRIVING as the coronavirus incubation period can be as long as two weeks.
- Contact the Practice Manager
- Any respiratory symptoms should seek medical attention immediately
  - Call ahead if attending Emergency Department
  - Call Health direct helpline on 1800 022 222

### Patient Appointment Booking Guidelines

- All patients booking an appointment should be asked:
  - Have you travelled overseas recently?
  - Are you feeling unwell?
- Any patient who advise the practice at the time of booking of travel overseas, should be asked if the appointment is urgent
- Any non-urgent appointments for patients who have travelled overseas should be given an appointment at least 14 days after arriving in Australia
- The team is to discuss on a case by case with the relevant Dr if a patient is deemed to or has as "Urgent Eye Condition"

### Appointment Triage Guidelines

1. **ALL** appointments must be confirmed via, SMS and phone call if no mobile
2. **ALL** Confirmations will have additional text as follows:
  - a. *"If you have travelled abroad in the last 14 days, or if you are feeling unwell or been in close contact with suspected or confirmed coronavirus patient please kindly contact our rooms on [insert phone number] before attending your appointment. We appreciate your compliance and assistance. The Department of Health has a Coronavirus Health Information Line available 24 hours a day, seven days a week: 1800 020 080. Regards [insert practice name]"*
3. All entrances, foyers, lifts etc to have signage **"STOP Patient Alert"** signs
4. Any queries or concerns speak to or contact your Practice Manager directly [insert name and phone number]

## In Clinic Patient Protocol

“Coronaviruses are types of viruses that typically affect the respiratory tract of mammals, including humans. They are associated with the common cold and pneumonia. A new strain of Coronavirus, known as novel coronavirus (2019-nCoV), was recently reported in Wuhan, China. It can cause potentially fatal respiratory illness especially, but not exclusively, in those with co-morbidities”

- Any patient who appears unwell to be questioned if any recent travel and OR been around others who have travelled overseas – provide a surgical mask to patient and quarantine patient to a clinical room if appointment is urgent otherwise must be rescheduled.
- Any patient presenting with a **red eye** and has travelled overseas must be isolated in a clinical room immediately and given a surgical mask to wear
- **Wash Hands with Microshield and water, dry, apply alcohol-based hand rub (follow hand hygiene protocol) before and after attending a patient**
- Reception team to inform Orthoptist immediately and communicate with all team members
- Consulting Orthoptist to wear surgical mask, gloves and protective eyewear
- Orthoptist to discuss with Dr
- After consultation with Dr, Viraclean room, instruments, pens, chairs etc and **do not use room for 30 minutes**
- **The door to room must have clear signage and time indicated when safe to re-commence use**
- DO NOT transfer/move patient i.e. use only one room to reduce risk of spread
- DO NOT perform any tests on machines unless directed by Dr
- Any machines / instruments used must be Viracleaned including front desk area / EFTPOS machine etc
- **VIRACLEAN must be undiluted as per protocol**

- **Refer to** <https://www.health.gov.au/resources/collections/coronavirus-covid-19-resources-for-health-professionals-including-aged-care-providers-pathology-providers-and-healthcare-managers>

## Additional End of Day Cleaning Regime

At the end of each the day the following regime must be adhered to:

- Don gloves, mask and eye protection – practice hand hygiene post cleaning
- Clinical Team – wipe the Instruments (including pens occluders), rooms (tables, chairs, lamps etc) and door handles of clinical rooms with Isowipe or V-Wipes single use disposable wipes. Clinical bins emptied midweek i.e. Wednesdays.
- Admin – please ensure front desk, waiting room tables, front door, bathroom doors, any other doors and lift buttons are wiped down with Isowipe or V-Wipes single use disposable wipes. Vacuum the reception and waiting room areas. Change and empty waiting room bins, women’s toilet bin liners midweek i.e. Wednesday afternoons.
- Soft furnishings i.e. material covered chairs can use Glen 20 Daily and No Vac once at the end of the week.