



COVID19 PREPARATION CHECKLIST

Most of you will be well prepared for the difficult times ahead but have you thought about the following. Have you made sure you have ample equipment to care for your residents if the need arises?

ITEM	ACTION
Thermometers	What kind of thermometers do you have? If there are “ear” ones – do you have sufficient covers? Do you have batteries to ensure it is working? Have you thought about getting a “no touch” thermometer to assist in preventing cross infection..
Cannula’s	BD Saf T Intima – do you have sufficient cannulas onsite and ready for use for any resident that may require it? How to insert a BD Saf T Intima - https://www.youtube.com/watch?v=BpMUPQ21eEo Care of a cannula - https://www.emrpcc.org.au/uploads/137/Saf-T-intima-guideline-for-RACFs-April-2017.pdf Opioid Conversion Guide - https://www.emrpcc.org.au/uploads/135/Opioid-Conversions-May-2016.pdf
Syringe Drivers	Do you have one - when was it last checked, cleaned and calibrated? Do you have sufficient batteries? Do you have sufficient minimum volume extension tubing? Are staff comfortable and familiar with its use – if not a brief review might be a good idea. How to set up a syringe driver - https://www.youtube.com/watch?v=Safi7imeEdQ
Mouth Care	How many packets or jumbo swabs do you have? What mouth care products do you use and is there sufficient for a number of residents (think mouth cleaner/ wash, lip balms, oral rehydration products)
Other Equipment	How many ‘air mattresses’ do you have and are they all clean and ready to go when needed. Can they be accessed by staff after hours or are they kept in a locked storage area? Do staff know how to use them? Do you have an IV pole (or substitute) hidden in the basement?
General medical supplies	needles, syringes, tapes and clear dressings for cannulas
COVID19 testkits	you need to contact to contact your pathology service for these
Oxygen	either bottled or hire an extra oxygen concentrator to have onsite. If you have an oximeter, consider how you will clean it between uses. Ensure it is powered and ready to go – have spare batteries.
Power boards and extension cords	just in case you need some
Check electronic equipment	Check your BP machines – do they need batteries/ clean equipment.

Keep trying to source PPE

While I’m sure you are all in pandemic management mode and have your outbreak plans and kits in place and ready to go, this is also an opportunity to review your linen and pillow supplies.

This is also a great opportunity to chat with your pharmacy to review delivery and after-hours details. For those of you lucky enough to have your own medication ‘imprest’ system, consider increasing the stock volumes if possible.

Please don’t hesitate to contact me with any questions or suggestions for information you might need

Jane Newbound

Aged Care Project

Southern Metropolitan Region Palliative Care Consortium

jane.newbound@smrpcc.org.au

0433418010