

**POSTGRADUATE INSTITUTE OF MEDICAL EDUCATIONAL &  
RESEARCH, CHANDIGARH-160012, INDIA**



A committee was formed vide order no. Endst.No, COVID19/EI(1)PGI/2020 to form Guidelines regarding Quarantine and Testing of Health care Workers in various wards of Nehru Hospital Extension, COVID wards like SARI, CD ward, emergency and APC etc. The committee met on 26th June, 2020 under the Chairmanship of Prof Arunaloke Chakrabarti, HOD, Medical Microbiology in Board Room of Kairon block at 9:30 A.M. and the following attended the meeting:

1. Prof Arun Kumar Aggarwal, Dept. of Community Medicine & SPH
2. Prof Usha Dutta, Dept. of Gastroenterology
3. Prof Ashish Bhalla, Dept. of Internal Medicine
4. The Sr. Administrative officer (H)

Prof. Sanjeev Handa, HOD Dermatology could not attend the meeting.

The committee discussed key issues related to previous policies of testing & quarantine, duty periods, duty offs given to various employees, in-house lodging and Boarding provided to on-duty Health Care Workers, in context to the current situation of unlock in the City as well as opening of various service areas of the institute and keeping in view the guidelines of Govt. Of India issued time to time.

After in depth deliberations there was consensus on the following recommendations:

**1. Recommendations for Duty Period, Lodging and Boarding**

- a. **Nurses** will be posted for **10 days at a stretch in NHE and other COVID 19 areas** of the institute (Their duty will rotate in three shifts of morning, evening and night during this period). During the duty they will be accommodated in PGI accommodation if required. After completion of duty in NHE or in other COVID19 areas, they **may avail 5 days off**, which would go from their monthly quota of 9 days off. After 15 days (10 days duty in NHE or COVID19 areas and 5 day off as already suggested) the Nurses will be posted in Non COVID19 areas **for a period 15 days, out of which 4 days will be off**. As a result the nurses will be working for a net period 21 days and will avail 9 day off, similar to their previous working schedule.
- b. **Housekeeping staff** will be posted for **6 days with one day off**, as per the pattern followed during the normal course of the duties. Their duty will be for **8 hours for a day** (as per the normal duty hours). However, of these 8 hours, first one hour will be for donning, next 6 hours will be of effective duty in full PPE kit in the various wards of Nehru Hospital Extension and COVID wards like SARI, CD ward, emergency and APC etc. Last one hour will be for doffing, risk assessment and documentation. Sanitation Department should plan

the shift on 6 hourly basis and ensure that when a housekeeping worker leaves a post, regardless of the circumstances, they should always carry out a proper handing taking over process. The exiting person should not leave the post till new persons reaches the actual place of duty. This should be strictly complied with to ensure smooth transition. Already sanctioned financial incentive for COVID19 duty will be continued till further orders.

- c. **Faculty & residents** – they will be posted for seven days with two days off after continuous seven days work. They would return to the respective department after the above nine days.
- d. **During the duty in above Covid/suspected Covid area**, healthcare workers can come from their home daily and go back after duty is over. However, worker who will be on night duty and if they find difficult to go back to their home in the night, might use in-house facilities for night shelter and may go home in the morning and again report on duty in the evening or night. During night stay at the inhouse facility, they can have cup of tea and biscuits in the morning, and they will be given drinking water. However, no food will be served routinely. If anyone requires meal, may inform in advance. While at home, they should use usual precautions that are advised to general public for social distancing, handwashing, etc.

## **2. Recommendations for Risk Assessment and reporting of Breach in PPE**

- a. Nursing officer/ Senior nursing officer of the clinical areas, where the housekeeping/ sanitation worker physically work, should be designated to assess the risk after each duty shift.
- b. **Designated** nursing officer/ Senior nursing officer of the clinical areas, where the housekeeping/ sanitation worker has physically worked should do the **risk assessment on daily basis** after the duty of the staff.
- a. The Designated officer should submit **report** to the **Control Room, NHE**, created specifically for COVID19 from all areas (including CD Ward, APC etc.). It is important to mention here that even the "NIL" reports should be reported to the Control Room.
- b. If **any breach in PPE** etc. is reported to the Control Room / Officer In-Charge of respective departments of Hospital Administrations, then the Officer In-charges should ensure that
  - i. this is communicated to the Risk Assessment Committee,
  - ii. exposed person is given reasonable comfortable space to wait for the risk assessments and some refreshments are provided and counsel to alleviate anxiety.

## **3. Recommendations for Testing**

- a. No testing will be done in routine. However, if Breach in PPE is reported then further actions for testing. Quarantine, isolation or treatment will be done as per the report of the risk assessment committee as per the

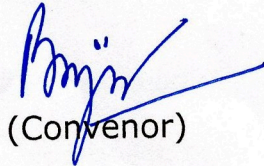


instructions of Govt. of India. If anyone is concerned about Covid, though may not have symptoms, may make special request for testing.

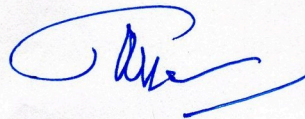


Prof Arunaloke Chakrabarti  
(CHAIRMAN)

Dr.R.P.S.Bhogal



(Convener)



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