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**RAJIV GANDHI SUPER SPECIALITY HOSPITAL**  
(An autonomous institute under Govt. of NCT Delhi)  
TAHIRPUR, DELHI-110093

F.21(4)/DMS/16/Misc./RGSSH/2020/~~Part File/63~~

Date: 21/5/2020

**ORDER**

**Subject: Advisory for managing Health care workers working in COVID and Non-COVID area of the hospital.**

In pursuance of the order dated 15.05.2020, by MOHFW, DGHS (EMR cell), the health care personnel working in hospitals are at increased risk of acquiring the COVID-19 disease, if there is a breach in the personal protection while managing patients. For this the HICC in the health facility is responsible for implementing the Infection Prevention and Control (IPC) activities and organizing regular trainings on IPC for HCWs.

The protocol to be followed at RGSSH is as under:

- i) Healthcare workers in different settings of hospitals shall use PPEs appropriate to their risk profile as detailed in the guidelines issued by the Ministry as above.
- ii) All healthcare workers should have undergone training on Infection Prevention and Control and they are aware of common signs and symptoms, need for self-health monitoring and need for prompt reporting of such symptoms.

For this following arrangement has been made:-

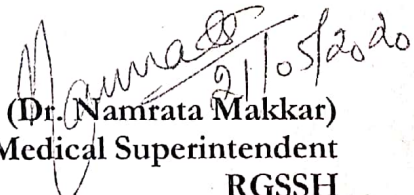
S. No.	Activities	Responsibility
1.	Nodal Officer (Infection Control Officer), COVID 19 is identified by RGSSH to address all matters related to Healthcare Associated Infections (HAIs).	Dr. Sonali Bhattar AP (Microbiology): Infection Control Officer, RGSSH is hereby designated as Nodal Officer (Infection Control Officer), COVID 19, also in addition to her current responsibility.
2.	Currently working employees who have been posted in COVID area would be issued a certificate in next 5 working days from the issue of above order and shall ensure that all new officials/officers had undergone the requisite training before the posting in COVID-19 duty.	Dr. Akashdeep Kumar, MO I/ C HA-II, in coordination with Nodal Officer, COVID-19, RGSSH
3.	Certificate of training in infection control practices, COVID-19 would be issued under the signature of Director and Nodal Officer (Infection Control Officer), COVID-19	Dr. Sonali Bhattar AP (Microbiology): Infection Control Officer, RGSSH
4.	Buddy System should be <b>implemented in full spirit</b> : Under this approach, two or more-person	Nursing In-charge of the area for Nursing Officers, doctors NO, HK, any other staff posted in the ward. Buddy

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	team is formed amongst the deployed hospital staff who share responsibilities for his/her partner's safety and well-being in the context of (i) Approximately donning and doffing of PPE's, (ii) maintaining hand hygiene and (iii) taking requisite steps on observing breach of PPE's	system should be mandatorily ensured for all three activities.
5.	Prompt reporting of breach in PPE by hospital staff would be reported to Nodal Officer, COVID 19.	Concerned staff with whom the breach in PPE use has occurred.
6.	A sub- committee would examine the case and recommend action as per the guidelines issued by MoHFW, DGHS (EMR division) which will assess the level of exposure and the risk as per assessment format at Annexure-I . As per their assessment.	Members of sub-committee: <ul style="list-style-type: none"><li>• Dr. Ajit Jain: Chairperson</li><li>• Dr. Vikas Dogra: Member</li><li>• Dr. Sonali Bhattar: Member</li></ul> Further follow up to be done by Committee Only.

This is issued with the prior approval of Worthy Director, RGSSH till further orders.

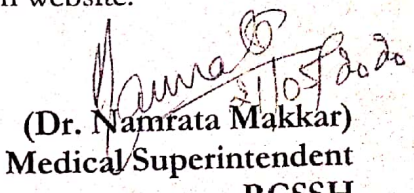
  
(Dr. Namrata Makkar)  
Deputy Medical Superintendent  
RGSSH

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**COPY TO:-**

1. PS to Director, RGSSH
2. PA to MS, RGSSH
3. Admin. Officer, RGSSH
4. All faculty members, RGSSH
5. All SR's , JR's through their HOD's.
6. MOI/c HA-I& II, RGSSH
7. ANS, RGSSH
8. All HK, Security, NO& MTS Supervisor, RGSSH.
9. All Notice Boards, RGSSH
10. RGSSH Website with request to IT In-charge to upload on website.

  
(Dr. Namrata Makkar)  
Deputy Medical Superintendent  
RGSSH