

# COVID- 19 Notice

Wednesday 25 March 2020



## Patient Report Form

The Patient Record Form (PRF) used within NIAS is a key document utilised to capture all aspects of patient assessment, treatment, care and conveyance. This document is at present a paper duplicate form, the carbon copy of which is handed over to the receiving unit at the end point of conveyance.

In sharing this important document we must ensure that there is no infection risk associated with this - this is particularly required at this time.

We would request that when conveying patients with suspected or confirmed COVID-19 that the following good practice points would be followed:

- PRFs should be completed by the driver rather than the attendant
- The driver should not be wearing any PPE at the point of completing the PRF and should have decontaminated their hands prior to completing the form if they had been involved in any patient care
- The PRF should then be handed over at the point of conveyance by the driver as they will be going into the department in advance of the patient and attendant to notify their arrival
- Remember to decontaminate your pen at frequent intervals throughout the day as it may become contaminated through touch - a Clinell wipe is appropriate for this task.

## Personal Protective Equipment Guidance

If you have any questions or concerns regarding PPE please refer to NIAS guidance and your own line management if required and do not seek or accept advice from hospital staff that is not in accordance with current NIAS advice.