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Title:

Modified Sample Collection for Long Term Care Clients - COVID-19 Plan

Approvers:	
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Frequency:	Audience:
Biennial	Laboratory Services

References:

- Indiana State Department of Health COVID-19 Toolkit for Long Term Care Facilities. March 27, 2020.
- https://coronavirus.in.gov/files/IN_COVID-19_out_of_hospital_03.18.2020.pdf
- <https://www.cdc.gov/coronavirus/2019-ncov/healthcare-facilities/prevent-spread-in-long-term-care-facilities.html> March 2020.

Principle:

- To limit contact with confirmed or suspected COVID-19 residents in Long Term Care (LTC) facilities and to minimize risk of transmission of Coronavirus-2 between facilities, the laboratory will enact the following plan for provision of laboratory services to contracted facilities.
- To meet the following recommended guidelines provided by the State of Indiana:
 - If the essential staff at the facility can draw blood, the facility should work with their local laboratory to develop a protocol by which the facility staff draw the blood.
 - If essential staff at the facility cannot draw blood the laboratory staff should follow contact-droplet precautions.
 - Contracted essential staff who recently cared for a COVID-19 confirmed, or presumed positive, patient/resident should, if possible, provide care at only one facility.
 - Contract essential staff who care for confirmed, or presumptive positive, COVID-19 patients/residents should restrict their movements in facilities to those areas where the patient/resident resides. Recommendation is to avoid working in other

areas of the facility (e.g., going between assisted living and extended care facilities).

3. For confirmed or presumed infected patients, State guidelines recommend Long Term Care facilities to limit lab draws to those deemed necessary. Providers shall refrain from ordering non-urgent labs. Lab tests that are for long term conditions such as Hemoglobin A1c, and Routine Chemistries are considered non-urgent.
4. Across the facility, recommendations are to reduce unnecessary, non-urgent lab collections.

Policy:

1. As the laboratory staffing level does not permit assignment of a single staff member per facility and lab-provided collection on suspected, presumed, or confirmed COVID-19 patients in a single facility would impair the department's ability to provide essential services to all contracted facilities, the laboratory shall designate the facility as "Facility-Collect" and provide collection kits, draw lists, and instructions to facility.
 - a. For all Facility-Collect clients the Laboratory staff will not enter residential areas of the facility and will not perform sample collection at the facility.
2. During an infectious disease outbreak where emergency declarations have been announced by local or federal authorities, the laboratory may restrict availability of certain routine testing. When resources (materials, personnel, distribution) to perform or collect samples for testing are under limited availability the laboratory will notify the facility of the limitations and plan for provision of services.
 - a. Such changes may include but are not limited to test menu, priority of test requests, collection days, phlebotomy service, courier service, collection supplies, turn-around time.
3. The Laboratory provides collection staff with routine PPE supplies. PPE required for increased precautions must be provided by the facility under contract as the laboratory staff is not permitted to remove and transport used PPE from an outside facility.
4. Stat Labs will be accepted for collection between 6 am and 9pm. Kits will be delivered and picked up as described below. Kits for stat collection of orders received after 6pm will be delivered the next morning.

Procedure:

1. Collection and Transport Process:
 1. Laboratory phlebotomists will continue to generate collection lists for each unit.
 2. Prepackaged collection kits (see picture) will be made for each resident listed for collection that day.
 3. They will arrive in the morning to deliver the collection kits to facility.
 4. Kits will be left with a staff member at the designated entry point.
 5. Sample biohazard bags will be included to place the collected blood samples into prior to pick-up.
 6. Collected samples should be made ready for pickup at the designated entry point.
 7. Samples will be picked up 2 hours from delivery time.
 8. Incomplete orders for non-urgent labs will be moved to the next routine collection day. Non-urgent labs are any labs that are not on the stat collection list.

2. Materials and Instructions Provided:

1. A copy of the Venipuncture procedure will be provided to each unit.
2. The kit will be labeled with very specific instructions for the venipuncture collection.
3. A chart is included for order of draw.
4. Labels to place on the tubes.
5. Tubes required for labs requested.
6. Needle and adaptor hub
7. Gauze and alcohol prep pad
8. Tourniquet, single-use disposable

Related Documents:

1. [Laboratory Collection for Nursing Home and Assisted Living](#)
2. [Venipuncture Blood Collection](#)

