



## Carbondale & Rural Fire Protection District COVID-19 Patient Care Report Documentation Guidelines

### **Purpose & General Information**

The purpose of this SOG is to provide guidance for completing patient care reports after finishing EMS responses with patients who have or are suspected of having COVID-19. These guidelines are meant to complement our best practice standards. This documentation may need to be shared with local public health authorities.

- Narrative should describe, in as much detail as possible, how EMS personnel followed CRFPD's COVID-19 Guidelines.
- EMS personnel should consistently include the term "COVID-19" or "Coronavirus" in the narrative for any COVID-19 related incident such as contact with patient that: has a confirmed positive COVID-19 test, has an exposure to a confirmed patient, or is a suspected case.
- Document the signs and symptoms found in COVID-19 related responses. For example; cough, shortness of breath, and fever.
- Narrative should include a listing of all EMS personnel and public safety providers involved in the response and the level of contact with the patient (for example, no contact with patient, provided direct patient care) and the PPE used by each crew member and provider who had contact with the patient.
- Narrative shall record what specific personal protective equipment (PPE) was used by each crew member.
- Document whether a mask was placed on the patient.
- Potential Exposures – If EMS personnel have a potential exposure to COVID-19 during patient care, then this should be documented properly. Make sure to reference the specific incident and the circumstances involved with the potential COVID-19 exposure. Document a suspected work related COVID-19 exposure as being exposed to airborne respiratory/biological/aerosolized secretions. Employees and volunteers must report the potential COVID-19 exposure to their supervisor and the on call Chief immediately and complete the CRFPD work comp packet as soon as possible and report it to the Director of Human Resources for reporting to worker's compensation.