



Zhemgang Hospital Preparedness and Response Plan for Outbreak of COVID-19

Background

Coronavirus disease 2019 (COVID 19) is an infectious disease caused by SARS-COV2, a new strain of corona virus. COVID 19 outbreak originated from Wuhan, China since 31st December, 2019.

It primarily spreads via respiratory droplets. It can cause non-specific mild symptoms with fever, cough, sore throat, sneezing and may progress to life threatening Pneumonia and multiorgan failure. Initially no specific antidote was there but now vaccine has been created and it's on human trial. Unlike MERS-COV and SARS, COVID 19 is very infectious but with a case fatality rate of 3%.

The WHO has declared the 2019–20 coronavirus outbreak to be a Public Health Emergency of International Concern (PHEIC) and declared as pandemic on 11th march. The understanding of transmission patterns, severity, clinical features and risk factors for COVID-19 is currently limited.

Zhemgang Dzongkhag has a lot of constructions going on with Indian Labourers moving in and out of country via Panbang and Gelephu point of entries (POEs) recognised by the country. It is only a 10 bedded hospital with limited facilities. Therefore, the need for preparedness and mounting a rapid and comprehensive emergency response is crucial to avoid outbreak of COVID-19.

In order to mount effective and efficient response to 2019-nCoV in the country, the National Preparedness and Response plan is prepared with the objective to enhance the national health capacity to prevent, detect, respond and recover from COVID-19. This preparedness and response plan are linked and aligned to the Health Emergency and Disaster Contingency Plan 2016 and National Disaster Management Act 2013. In addition to this plan, Paro International Airport has a Public Health Emergency Plan 2018, which was simulated and tested in November 2019. All the district Hospitals also have Public Health contingency plans which will be activated depending on the types of emergency.



SURVEILLANCE CASE DEFINITIONS FOR COVID-19

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Suspected case

- a) Any individual with fever OR signs/symptoms of a lower respiratory tract illness (e.g., cough or shortness of breath) with or without requiring hospitalization AND a travel history to affected places/countries within last 14 days of onset of symptoms
- b) Any individual including health worker with fever OR signs/symptoms of a lower respiratory tract illness (e.g., cough or shortness of breath) with or without requiring hospitalization AND close contact of confirmed case/s or travelers from affected places/countries within last 14 days of onset of symptoms
- c) A patient with severe acute respiratory infection (fever and at least one sign/symptom of respiratory disease (e.g., cough, shortness of breath) AND requiring hospitalization AND with no other etiology that fully explains the clinical presentation

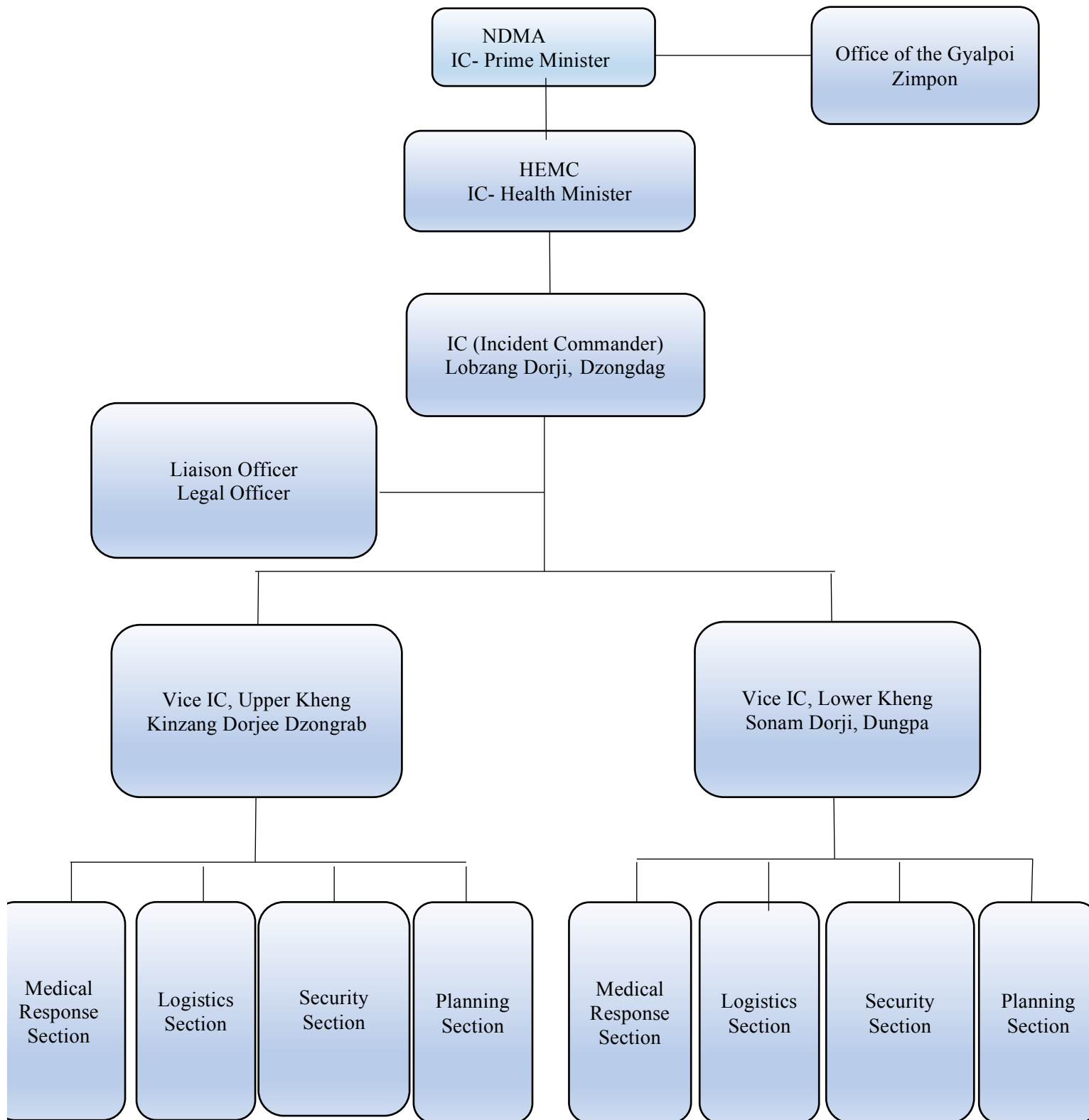
Confirmed case

- a) Any suspected case as defined above with **laboratory confirmation** by Real Time PCR assay

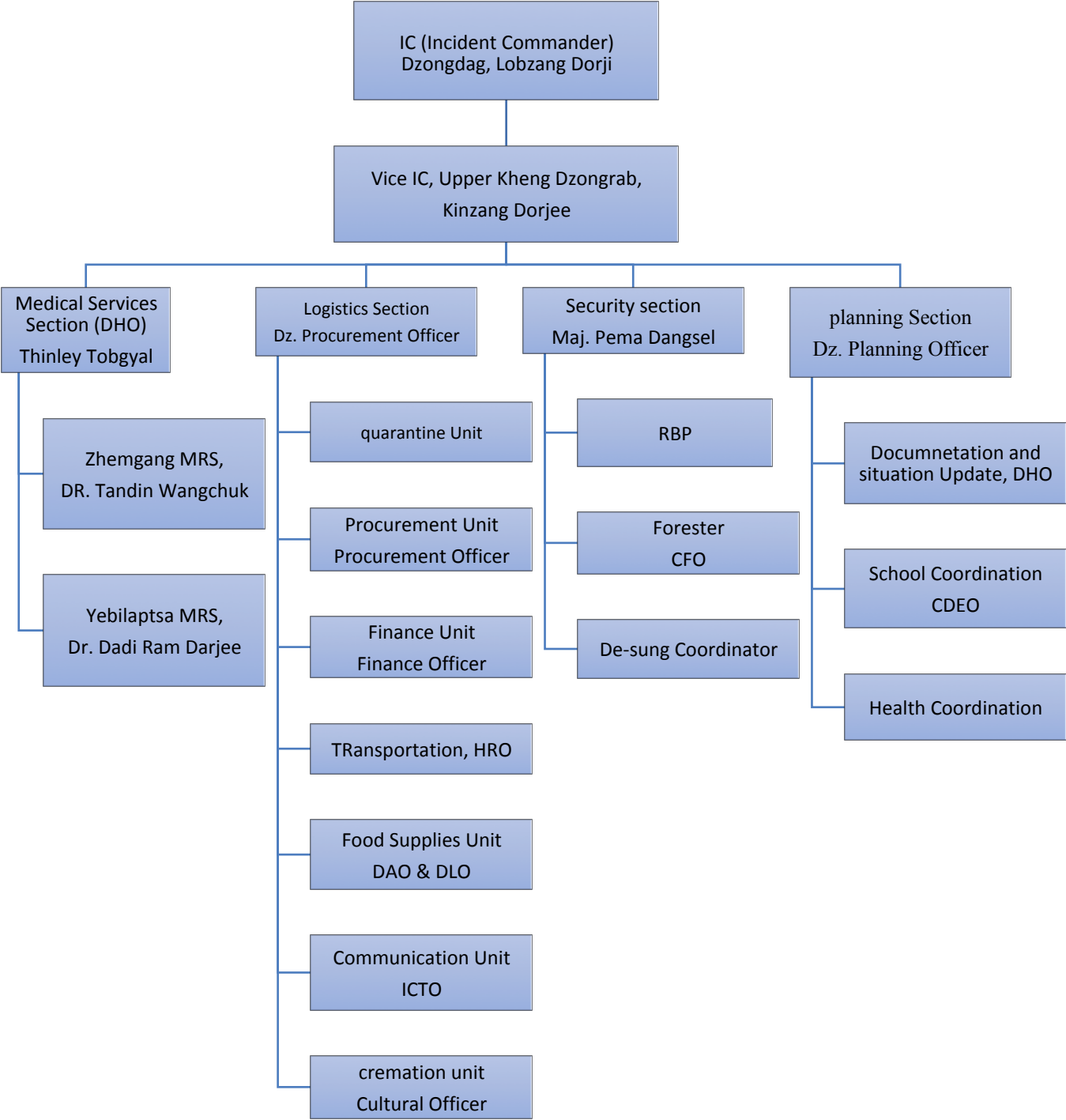
Updated as of 15th March 2020

*** Case definition for COVID-19 keeps on changing and may need to update at a daily basis as per world Health organization (WHO) ***

Dzongkhag Incident Command System (DICS)



Incident Management for Upper kheng.



Zhemgang Hospital Incident Command System



Dzongkhag COVID-19 Rapid Response Team (DRRT)

Sl. No	Responsibility	Designation	Name	Phone
1	Incident Commander	Dzongdag	Lobzang Dorji	17832085
2	Vice Incident Commander, UK	Dzongrab	Kinzang Dorjee	17699898
3	Vice Incident Commander, LK	Dungpa	Sonam Dorji	17666073
4	Liaison Officer	Legal Officer	Chogyel Zangmo	17968604
5	Medical Desk Chief	DHO	Thinley Tobgyal	17122680
6	Medical Response Chief, Zhemgang Hospital	GDMO	Dr. Tandin Wangchuk	77343424
7	Medical Response Chief Yebilabtsa Hospital	GDMO	Dr. Dadi Ram Darjee	17612234
8	Medical Response Chief, Panbang Hospital	Clinical Officer	Sangay Tshedup	17886259
9	Security Section Chief	OC - Zhemgang OC - Panbang	Maj. Pema Dangsels Cap. Ugyen Dorji	17800394 17349860
12	Logistic Section Chief	Procurement Officer, UK DEO, Panbang, LK	Dorji Wangchuk Sherab Jamtsho	17368161 17693138
14	Planning Section Chief	Planning Officer	Thinley Jamtsho	

Zhemgang hospital rapid response team (ZHRRT)

	Name	Designation	Mobile number
1	Thinley Tobgyal	ADHO	17122680
2	Dr. Tandin Wangchuk	GDMO	77343424
3	Choney Dorji	Lab Technician	17511042
4	Bhim Maya Subbha	Pharmacy Tech	17420859
5	Kinley Yangchen	Ward In-charge	17702148
6	Nima Dorji Drukpa	SN	17396526
7	Dr.Jambay Dorji	RLDC	17311539
8	Dr. Meera sanyasi	GDDS	17621890
9	Tashi wangmo	HA	17938411

SI NO	NAME	DESIGNATION	ROLE	NUMBER
1	Dr Meera Sanyasi	GDDS	Outbreak investigation	17621890
2	Tenzin Jurme	HA	Flu Clinic	17478494/77978494

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Medical Response Section

- ✓ Disease Outbreak Investigation and follow-up on the case following WHO standards – contact tracing, active case findings and rapid diagnosis
- ✓ Quarantining of all close contacts of the COVID-19 cases; and isolation of all the suspected and COVID-19 positive cases
- ✓ Treatment and management of all COVID-19 positive cases as per the WHO Clinical Management Guideline
- ✓ Ensure availability and timely supply of adequate medical supply
- ✓ Report to Incident Management Team & Health Emergency Management Committee

Outbreak Investigation and Surveillance

Terms of Reference

- ✓ Carry out the investigation of all the cases fulfilling case definition for suspected case
- ✓ Carry out the contact tracing of all close contact of COVID-19 confirmed case
- ✓ Active case findings from the community/ locality/hospital from the where the confirmed cases were detected.
- ✓ Sample collection, packaging and transport of the suspected cases for laboratory confirmation
- ✓ Symptomatic screening of all the incoming personnel from ground.

3	Choney Dorji	Lab.Tech	Lab/Sample collection	17511042	Flu Clinic
4	Sonam Tobgay	Menpa	Contact tracing	17421028	
5	RBP		Contact tracing		

To segregate people with flu from rest of the people coming to hospital and identify and treat separately in order to reduce contact with rest of the patients.

To screen patient fulfilling criteria for COVID-19 case definition.

Responsible Persons and roles:

- ✓ One HA- Screen and treat patient with Flu and report suspected case to CMO. Report total case screened to CMO and QA Focal.
- ✓ Pharmacy Personal- Dispense medicine
- ✓ Receptionist- maintain patient register
- ✓ Supporting Staff to maintain traffic and direct the crowd to Flu clinic and OPD.

Note: The Flu unit to be used as **Triaging Unit** in case of COVID-19 outbreak.

Laboratory

Currently Royal Centre for Disease Control (RCDC), Phuentsholing and Mongar Hospital has the capacity to do this test in Bhutan. It takes about 6-8 hrs. from the time the sample reaches the RCDC to get the results. Real-Time Reverse Transcription- Polymerase Chain Reaction (rRT-PCR) is done for the detection of COVID-19.

Job Responsibilities

- ❖ Prioritize emergency sample testing
- ❖ Coordinate RCDC Focal.
- ❖ Sample collection and shipment to RCDC
- ❖ Involve in rapid response team.
- ❖ Contact medical store in-charge for stock piling of reagents and other supplies
- ❖ Assign at least one laboratory technician on duty all-round the clock

Note: Refer Guidelines Sample Collection and Transportation

Contact Tracing

Contact tracing is done for active case finding in order to reduce transmission in the community. Contact tracing shall be done for all close contacts of the confirmed case and samples shall be collected and tested as for suspected cases.

Note: Refer Primary, Secondary contact tracing form, Case Investigation Form

QUARANTINE:

Facility Identified- RDTC boys and girls hostel.

Bed Capacity- 34 including staff room.

Back up area- ECB/old BHU

Bed capacity- 10 including staff room.

Designated facility:

The purpose of the quarantine is to keep an individual under observation for signs/symptoms of COVID-19 infection. It is also to provide necessary medical support, and to prevent the spread of the disease to your immediate family members, friends/colleagues or to the community as you are exposed to the infection.

Any individual who had close contact (contact within 1-meter distance for a minimum of 15 minutes) with the confirmed COVID-19 patient shall be put under quarantine at the designated facility.

The duration of the quarantine shall be for a minimum of 14 days from the date of last contact with the confirmed case.

Home Quarantine:

The purpose of the quarantine is to keep an individual under observation for signs/symptoms of COVID-19 infection. It is also to provide necessary medical support, and to prevent the spread of the disease to your immediate family members, friends/colleagues or to the community as you are exposed to the infection.

Any individual who are secondary contact (immediate family members, contact within 1- meter distance for a minimum of 15 minutes with primary contact of COVID-19 positive) or those returning from COVID-19 affected places and considered at risk shall be put under home quarantine. The duration of the home quarantine shall be for a minimum of 14 days from the date of last close contact or arrival into Bhutan.

Note: Refer SOP for Designated Facility & Home Quarantine

Responsibilities:

- Monitor the clinical status(temperature) of people quarantined bd.
- If suspected of COVID-19 inform operation officer for transfer to isolation.
- Put in place all the medical facilities required for quarantine.
- Report all the incidences to the operation officer.

SL No.	NAME	DESIGNATION	ROLE	NUMBER
1	Nima Dorji Drakpa	SN	Designated quarantine	17396526
2	Tandin Zam	SN	Designated quarantine	17307717
3	Anita Rai	Ward girl	Designated quarantine	17668252
4	Deepen Rai	SN	Home quarantine	17239906

RBP

Isolation Area

1.Dorji 77466783

2.Ugyen Tashi

Quarantine

1.Tshering Phuntsho/17633465

2.Jigme Zangpo

3.Rinchen Druba

Case managemnt

Isolate the suspected individual at Isolation Room 1 until the lab results are available. If the sample from the suspected case tests positive, the isolation period shall be extended and managed as a COVID-19 case in isolation ward 2. Severe confirmed cases from the hospitals shall be evacuated to JDWNRH if needed intensive care

The confirmed cases shall be managed as per the Clinical Management Guideline (Refer: “**Guideline on the Clinical management of severe acute respiratory infection when novel coronavirus (COVID-19) infection is suspected**”, 3rd Edition)

Isolation ward

Designated Area- doctors quarter

bed capacity- 2

Donning & Doffing room

Responsibilities:

- Lead the Isolation Unit.
- Receive all the suspected case.
- Both patient and staff must confine to identified area or place in the Isolation.
- Identify dropping and pickup point for goods, foods and wastes.
- Maintain the detailed record of the isolated patients
- Adhere strictly to the IC&MWM (Infection Control and Medical Waste Management) guideline.
- Establish good transmission-based PPE use.
- Submit status of the cases to the DHRRT chairperson by isolation team leader.

SI NO	Name	Designation	Role	Number
1	Kinley yangchen	SN	Isolation	17702148
2	Dr Tandin Wangchuk	GDMO	Case management	77343424
3	Chimmi Yuden	Ward girl	Infection control	17414450

HOLDING ROOM

Designated area- X-ray Room
bed capacity- 1

Evacuation Team

Confirmed cases from the hospitals requiring intensive care shall be evacuated to JDWNRH.

RESPONSIBILITY

- Coordinate referral of COVID-19 cases to higher health facilities
- Coordinate and arrange helicopter services
- Coordinate evacuation of COVID-19 patients Zhemgang central school Football ground for Air lift.
- Coordinate and transfer cases to identified quarantine site.
- Prepare and transfer suspected cases to the isolation room 1

- Provide treatment and resuscitation if required
Inform Dr.Tandin Wangchuk and Emergency team of any suspected cases

SI NO	Name	Designation	Role	Number
1	Pema Thinley	EMT	Evacuation	17560214
2	Suabsh Rai	Ambulance driver	Evacuation	17825692/77408332

Infection Control

The purpose of decontamination and disinfection is to neutralize and kill COVID-19 (SARS-CoV- 2) virus through process of cleaning, disinfection and decontamination. This is done to prevent further infection to other people.

Job responsibilities

Health Official

- Participate in initial planning and coordination meeting
- Supervise medical waste management and handling of dead body as per the ICNWM guidelines.
- Advise IC and section chiefs immediately of any unsafe, hazardous or security related conditions
- Monitor safe working environment for safety of all the staff involved in dealing with COVID-19 cases
- Maintain adequate supplies of PPE, medical devices in coordination with Medical Store.

Ward Boy/ Caretaker

- Responsible for preparation of disinfectant
- Conduct disinfection and decontamination of rooms (at least 3 times a day) as per the directives of the health official.
- Any other work assigned by the health official

Cleaner

- Responsible for cleaning, collection and disposal of waste
- Conduct cleaning of rooms and other areas (every shift)
- Any other works assigned by the health officials

Note: Refer SoP on Decontamination and Disinfection

MORTUARY MANAGEMENT:

1	Pema Wangdi	SN	Infection Control	17766089
2	Sherab Dorji	Dental hygienist	Infection control/mortuary	17863818
3	Jamtsho	Caretaker	Mortuary	17801695

COVID-19 is an infectious disease with proven transmission from person to person. Transmission occurs from close contact through infectious materials like respiratory droplets, fecal excretion and oral secretions. Therefore, safe management of dead body as per the approved standard operating procedure is critical for preventing further transmission of the infection and associated consequences.

The cremation process is associated with emotions and is a sensitive issue. It should be handled with sensitivity and respect. Therefore, before any procedure, the family must be informed and fully explained about the nature of the disease, risk of infection, cremation processes, taking into consideration their religious and cultural values and obtain a formal consent from the family.

RESPONSIBILITIES:

- Prepare proper handling taking of deceased as per the directives received from MoH
- Transport dead body to the mortuary after decontamination (0.5 % Chlorine)
- Maintain the records of the deceased
- Infection Control Focal Person will guide on proper disposal of bodies
- Coordinate with Red Cross for Dead Body Handing.

Note: Refe SOP for Safe and Dignified Management of Dead body of Suspected or Confirmed COVID-19 2nd Edition

Supply and Operational Logistics

Medical Supplies

Job responsibilities

- ❖ Ensure availability and timely supply of adequate medical supply
- ❖ Provide regular update to Medical Desk Chief on the status of medical supply
- ❖ Compile, review and recommend the requirement of medical equipment, and supplies
- ❖ Maintain up to date inventory of equipment, supplies and other materials required to effectively respond to health emergency
- ❖ Facilitate and mobilize resources for the health response team during the outbreak management

SI NO	Name	Designation	Role	Number
1	Bhim maya subba	Ph.Tech	Medical supply	17420859

Other Logistics

Job responsibilities

- Liaise with Dzongkhag Procurement Officer:
 - ✓ Arrange materials for temporary shelter (tent, bedding, clothing)
 - ✓ Maintenance and repair of damaged infrastructure identified for COVID-19 management
 - ✓ Ensure adequate supplies of stationary, sanitary, electrical equipment and other necessary items
 - ✓ Ensure continuous supply of water, food, medical and other general supplies
 - ✓ Ensure adequate transportation logistics

SI NO	Name	Designation	Role	Number
1	Norbu Lham	Adm. Assistant	Other logistics	17729791

Maintenance

Job responsibilities

- Ensure uninterrupted supply of water and light
- Maintenance and repair of damaged infrastructures.
- Communicate with Mrs. Norbu Lham, ADMO for logistics and supply.
- Report to Dr.Tandin Wangchuk in case of incidences

SI NO	Name	Desigantion	Role	Number
1	Wangchukla	Sr.Tech	Maintenance	17885698

Risk Communication HA/17938411

Responsibilities:

- Set up Help Desk in Consultation Room 2
- Disseminate and counsel patients on preventive measures regarding COVID-19
- Conduct periodic awareness
- Display of posters and materials by Ministry of Health in the community.
- Manage and verify the rumors and misinformation
- Produce and disseminate timely information including FAQ
- Conduct daily media monitoring of Health Workers
- Community mobilization.
- Only the information shared by Ministry of Health shall be disseminated.
- Communicate with ADHO for relevant materials.

SI No.	NAME	DESIGNATION	ROLE	NUMBER
1	Tashi Wangmo	Sr. HA	help desk Counsellor,	17928411

Routine Health services

RESPONSIBILITIES:

- Provide regular OPD, Lab, Imaging, admissions, NCD, MCH, pharmacy services to the public
- Coordinate with Triage team
- Report all the incidences to Dr.Tandin Wangchuk

SI NO	Name	Designation	Role	Number
1	Leela Rai	Sr. HA	MCH, ward	17680975
2	Leki legyal	AN	OPD, NCD	17446697
3	Yeshey Zangmo	Lab	Lab	17994605
4	Sonam Lhamo	Pharmacy	Pharmacy	17803050
5	Rinzin Wangmo	Receptionist	Reception	17750044
6	Kinga Wangmo	X-ray tech	X-ray, USG	17944020

SOP for Emergency Preparedness and Response Action Plan (COVID-19)

1. Clinical case management of COVID-19, 3rd Edition

- 2. Primary contact tracing Form***
- 3. Secondary Contact Tracing Form***
- 4. Daily Clinical monitoring Form for Designated facility- Primary Contacts***
- 5. Daily Clinical monitoring Form for Home Quarantine- Secondary Contacts***
- 6. SoP for Designated Facility 2nd edition***
- 7. SoP for Home Quarantine 2nd edition***
- 8. SOP for Safe and Dignified Management of Dead body of Suspected or Confirmed COVID-19 2nd Edition***
- 9. SoP for Decontamination and Disinfection of COVID-19 contaminated area***
- 10. Template for Quarantine Release***
- 11. Undertaking letter for Minor***
- 12. Guidelines for Sample Collection And Transportation.***

