

Procedure for referral of EVD contacts to Emergency Departments by Medical/Nursing Staff in the Department Public Health, HSE East

When a high risk or low risk contact of an Ebola virus disease (EVD) case is identified the following procedures should be followed, in relation to Emergency Departments, by the SMO/SpR/Nurse/SPHM who assesses the contact:

1. The high/low risk contact's local or preferred Emergency Department should be identified.
2. The SMO/SpR/Nurse/SPHM should notify the relevant Consultant in Emergency Medicine that this person is under surveillance.
3. The high/low risk contact should be advised to phone the Department of Public Health on the special Ebola number (24/7) if they develop a fever (Temperature $\geq 38^{\circ}\text{C}$).
4. The high/low risk contact should be given a referral letter to the Emergency Department to be used if fever (Temperature $\geq 38^{\circ}\text{C}$) develops (see Appendix 1).

If a high risk or low risk contact phones the Department of Public Health to say they have a fever (Temperature $\geq 38^{\circ}\text{C}$) at the special Ebola phone number the following should take place:

1. The SMO/SpR/Nurse/SPHM should ask about symptoms and their duration in order to decide whether the individual can be taken to the Emergency Department by a family member/friend/neighbour or whether an ambulance is required.
2. The SMO/SpR/Nurse/SPHM should phone the Doctor or Nurse in charge of the relevant Emergency Department and alert them that this high/low risk contact of an Ebola case now has a fever and requires acute medical assessment and say whether the contact is suitable for private transport or requires an ambulance. Once arrangements for acute medical assessment are agreed then transport arrangements can proceed and the patient can be transported to the relevant Emergency Department:
 - a. The SMO/SpR/Nurse/SPHM should instruct family member/friend/neighbour to drive the person to the hospital. After parking safely the driver should leave the person in the car while they go to the Emergency Department reception and explain the situation and then follow the directions of hospital staff about bringing in the person for medical assessment.
 - b. If an ambulance is required the SMO/SpR/Nurse/SPHM should call Ambulance Control and advise that a person at risk of Ebola virus disease requires transport to the relevant Emergency Department. The ambulance should bring the person to the Emergency Department and staff should follow appropriate ambulance procedures.
3. Hospital personnel use appropriate PPE and isolate the patient in a single room

When a high risk or low risk contact of an Ebola virus disease case develops a fever (Temperature $\geq 38^{\circ}\text{C}$) and goes to an Emergency Department they become a 'Person Under Investigation' (PUI) for Ebola virus disease. If Ebola virus disease is confirmed the following process should commence:

1. The SMO/SpR/Nurse/SPHM should identify the contacts of this confirmed Ebola case through the person's next of kin. The SMO/SpR/Nurse/SPHM assesses their risk of EVD and classifies them as no/low/high risk and arranges for monitoring to commence as appropriate using:
 - a. "Case Exposure Assessment & Contact Identification Form" <http://www.hpsc.ie/A-Z/Vectorborne/ViralHaemorrhagicFever/Assessingexposurecontactidentificationforaconfirmdcase/File,14078,en.pdf>
 - b. "Contact Assessment Form" <http://www.hpsc.ie/A-Z/Vectorborne/ViralHaemorrhagicFever/SurveillanceForms/File,14079,en.pdf>.

Appendix 1: Referral letter template

on headed note paper

Referral of High/Low Risk contact of an Ebola Case to Emergency Department

Comment [11]: Delete whichever doesn't apply

Name of Contact:

DOB:/...../.....

Address:

Date:/...../.....

Dear _____

The above named was identified by this Department of Public Health on/...../..... as being a High/Low Risk contact of an Ebola case.

Comment [12]: Delete whichever doesn't apply

1. The nature of this exposure was
-
-
-
2. The last date of exposure was/...../.....

The above named has been advised to attend the Emergency Department (with prior telephone contact) if he/she develops a fever with Temperature $\geq 38^{\circ}\text{C}$ within 21 days of last exposure. This arrangement was agreed on/...../..... with Dr. Consultant in Emergency Medicine.

Yours sincerely,

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***[Name of doctor or nurse who assesses the contact plus MCRN or Nurse PIN]
 Director of Public Health/Specialist in Public Health Medicine/ Senior Medical Officer/Infection Control Nurse,
 Department of Public Health,
 Health Service Executive East,
 Dr Steevens' Hospital,
 Dublin 8.***