

Regina PoCUS guidelines for the delivery of safe ultrasound courses as based upon the Canadian Point of Care Ultrasound Society (CPoCUS) guidelines

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1 Course preparation

1.1 Course-day screening

All instructors, learners, models, and administrative staff will be screened regarding symptoms or occurrence of COVID-19 upon entrance into the building.

1.2 Contact list

Course directors will compose a list of all course attendees (i.e. instructors, learners, models, and administrative staff) with current contact numbers and addresses for contact tracing purposes prior to the course. The list will be checked for accuracy upon arrival on the course day.

2 Infection control

2.1 Hand cleaning

All instructors, learners, models, and administrative staff should apply an alcohol-based hand sanitizer

at each entry point including entry into the building, the didactic room, the scanning room, the waiting room, and the food room.

Hands should be washed with soap and water upon entry into a new scanning room and prior to food consumption.

Hands should be washed with soap and water before leaving the building.

2.2 Masks and shields

All instructors, learners, models, and administrative staff at the course will wear a medical mask at all times. If a mask becomes soiled, it should be discarded and a new mask applied.

Face shields and medical masks will be worn by standardized models during scanning sessions.

2.3 Disposable gloves

All participants should wear new disposable gloves upon entry to each new scanning room or transfer to a new station. Gloves should be provided at each room or station.

Disposable gloves should be discarded before leaving the scanning station, room, or building.

2.4 Gowns

Instructors and participants do not need to wear gowns.

2.5 Towels

Towels used to drape models should be discarded in a dirty laundry hamper (for cloth towels) in each scanning room / station when the model is done being scanned.

2.6 Clothing

Upon returning home after the course, clothing should be washed using hot water if possible and dried completely.

2.7 Equipment cleaning

Ultrasound probes and machines must be cleaned with disinfecting wipes recommended by the manufacturer before use on a new model.

Multi-use gel bottles should be wiped down with disinfecting wipes after each learner.

2.8 Room cleaning

Disinfecting and cleaning of equipment and surfaces should be completed between scanning sessions and at the completion of the last scanning session.

2.9 Logbooks

Logbooks used for recording scan numbers should not be transferred between scanning rooms or stations if possible.

3 Social distancing

Assigned seating and standardized signage (same tape colour, markings, or stickers) should be used to indicate precise distancing when instructing, observing scanning, sitting, and eating.

3.1 Building

Social distancing of 2 meters apart should take place upon entry into the building and during transport from the building entrance to the course rooms. If individuals are unable to take the stairs, social distancing should be respected in the elevators. Allow additional time for instructors, learners, and models to arrive.

Frequently touched surfaces should be cleaned and disinfected regularly.

3.2 Didactic room

Learners should sit in chairs placed 2 meters apart during didactic seminars. Learners should sit in the same chair throughout the course if the chairs are not wiped down between seminars.

If the didactic room is not big enough, learners can be split into 2 rooms with one room streaming a live video of the presentation and having direct access to instructors for questions.

3.3 Scanning room

All scanning rooms should be arranged to ensure social distancing of 2 meters between instructors and scanners. When 2 meters distancing is not possible, as between the scanner and the model, the model should be provided with PPE (mask, face shield).

3.4 Waiting room

Models should sit in chairs placed 2 meters apart in waiting rooms before and after scanning sessions. Use assigned seating if possible, otherwise chairs should be wiped down after each use. Ideally, models would have access to a separate bathroom or encouraged to use bathroom facilities during off-peak times.

3.5 Food room

Lunch and snacks should take place in an open space with social distancing. Allow additional time if this requires moving individuals to a larger space.

All food offered at the course should be individually packaged for each individual by a caterer. There should be no open food or beverages.

Food should be provided at two or more stations to avoid gathering.

4 Appendix A Waiver form

Example template:

I understand that XX is committed to providing a safe and clean working environment for the XX course on day, month, year.

XX will make every effort prior to and during the above-mentioned course to mitigate the risks associated with COVID-19 by following provincial healthcare guidelines.

By signing this agreement, I release XX from all liability relating to injuries or contracting COVID-19, including financial responsibility for injuries or illness incurred, during the above-mentioned course.

I agree to make every effort to follow precautions and obey the provincial healthcare guidelines regarding COVID-19 in relation to the above-mentioned course.

I, _____, fully understand and agree to the above terms.

(Participant name, printed)

(Participant name, signature)

(Date)