

UNC SPARC
Special Pathogen Unit (SPU)
Standard Operating Procedure (SOP)

Pre-brief Document

Brief description: The Pre-brief describes a meeting that will occur between SPARC team members to prepare to receive a patient.

Meeting Members

- SPARC Leadership (Medical Director, Preparedness Coordinator)
- SPARC Providers receiving the patient
- Carolina AirCare Leadership
- Carolina AirCare members transporting the patient
- SPARC Unit Manager
- Infection Control representative
- Communications representative
- SPARC Lab Director
- EOC representative
- House supervisor

Briefing outline

Patient specifics (led by 1. Medical Director or if not available, 2. SPARC Program Manager)

- Patient description: age, sex, past medical history, symptoms, suspected infection
- Location:
- Care currently being provided
- Support devices
- Any other information
- Indication that the Unit is Activated
- Any other information

SPARC Activation (led by SPARC Unit Manager)

- Current MICU bed status
- Plan for opening Beds 1-4
- Estimated time to be able to accept patient
- Staffing
- Supplies

Transportation specifics (led by Carolina Aircare Medical Director or Carolina Aircare provider)

- Location of patient
- Mode of transport
- Transport Team
- Estimated time of departure
- Estimated time of arrival at patient location

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- Plan for calling bedside RN and SPARC Medical Director from patient's bedside
- Plan for check-ins with bedside RN and SPARC Medical Director along the route
- Estimated time of arrival at UNC
- Location of arrival at UNC

Patient Arrival specifics

- Plan meeting time at patient arrival location
- Plan for security to clear hallways 10 minutes in advance of patient arrival
- Plan for Laboratory to be ready to accept a patient sample