

SOP: Transfer of Care from the UNC SPARC Medical Transport Team to the Inpatient Special Pathogen Treatment Team	
Subject	This standard operation procedure (SOP) describes the processes involved in transfer of care for suspected or confirmed special pathogen patients to the inpatient UNC Special Pathogens Response Center (SPARC) team at UNC Hospitals. This SOP is in line with globally accepted practices both in safety and security for the patient and staff.
Supplies	• Hospital bed with linens • Patient slide sheet • Extra-large fluid-impermeable surgical drape or sheet ○ Consider the need for an additional surgical drape or sheet if the patient's size makes it difficult to close the containment wrap. ○ Do not use a drape or sheet with a window opening such as those used to provide access to surgical sites or anesthesia. • Biohazard bag • Emesis bag • 2 N95 face masks (one for the patient and one extra) ○ Surgical mask if the patient is unable to don an N95 • Spill kit ○ Bucket containing towels, chux, Super-Sani Cloths, grabbers, Swiffer-type mop. ○ Refer to the Special Pathogen Spill Clean-Up SOP for more information.
Procedure	• Consider the size of the patient and the patient's clinical condition when determining staff and equipment needs. • Avoid unnecessary materials that will take up extra space and generate waste. • During transport, keep additional supplies easily accessible, such as a spill kit or extra PPE. • At a minimum, three care team members should be present: two to perform the containment wrap procedure and one to monitor the patient. ○ Take patient size, condition, and acuity into consideration when determining the final number of staff needed. ○ Assess the patient prior to transport to determine whether pre-medication is needed (i.e., vomiting, anxiety).

Patients who are arriving at UNC Hospitals with a suspected or confirmed special pathogen will arrive at the Emergency Department's ambulance bay

- Prior to departure from the patient's original location, the UNC SPARC Medical Transport Team will call the SPARC Medical Director and confirm the patient's condition and anticipated time of arrival at UNC via PLC and Flightwatch.
- Any changes in the patient's condition during transport will be communicated by phone call to the UNC SPARC Medical Director through Flightwatch or PLC.

Prepare the Ambulance Bay

- Ensure the last two parking spaces and adjacent area of the ambulance bay (shown below) are kept free for the ambulance.
- If concern exists for media presence, consider placing security personnel on the sidewalk above the ambulance bay to ensure patient privacy. (Stars in the picture denote location security should be present if warranted.)



Prepare the hospital bed (UNC Inpatient SPARC Team)

- Confirm the bed is prepared with linens (fitted sheet, draw sheet, blanket, and pillow)
- Have a surgical drape, or other impermeable sheet, ready in case the patient does not arrive in a containment wrap.
 - See [Patient Containment Wrap SOP](#) if the team needs to wrap the patient.
- Place the waste bag, emesis bag, and extra face mask under the corner of the mattress for easy access.
- Place chux pads over bed rails that will be removed by the transport team after the patient is moved to the bed.

Arrival of the Patient



- Upon arrival of the UNC SPARC Medical Transport Team, the two providers in the ambulance will move the patient out of the ambulance to the covered area of the bay.
- The inpatient team will bring the hospital bed to the transport team and position the bed next to the stretcher and ensure that the brakes for both units are locked and the bedrails are covered with chux.
- The inpatient team will step back while the transport team moves the patient from the stretcher to the hospital bed. The inpatient team will remain "clean" during this process unless there is a need for more personnel (i.e. moving a vented patient).
- If the patient's condition warrants, remove all transport equipment from the patient (monitor, IV pumps, etc) in the ambulance bay. If the patient's condition is critical and needs to remain on the equipment (e.g., ventilator), a clean, and fully donned CAC teammate will accompany the team to the patient's room to help switch the patient over to the inpatient equipment.
- Position the patient slide sheet with an absorbent pad under the patient.
- Slide the patient from the stretcher to the bed and leave the slide sheet under the bed until arrival in the patient's room.
 - Check your outer layer of PPE for contamination.
- The transport team will remove chux pads from bed rails.
- When the team is ready, begin transport to the SPU. Transport the patient feet first to decrease the possibility of vertigo and nausea.

Security will secure the elevator to the SPU but will NOT travel with the medical team.

- Trash collected onsite will be packaged according to the [Waste Management SOP](#) and placed into a transport barrel to be taken to a secure location.

The inpatient team will travel along a predetermined route in the basement of the hospital to the staff elevators outside GI Procedures.

- The team will go to the 4th floor Bedtower (MICU), exit the elevators into the unit and take the patient to the room (4304 or 4303 will be assigned)

Elevator Travel

- Two inpatient team members and the patient will travel in the elevator, with one team member pushing the button for the fourth floor.

Disinfection of Transfer Area and Elevator

- Upon arrival, the inpatient team will perform hand hygiene.

Commented [BB1]: Have we been following this process?

Commented [HP2R1]: probably not, but should.



	• One inpatient team member will disinfect elevator buttons using an approved disinfectant wipe. • Upon exiting the elevator on the fourth floor, an infection prevention trained SPARC team member will perform surface decontamination of the elevator. • If there is visible contamination, the elevator will require terminal decontamination (see terminal decontamination SOP).
Related Policies	
References	YouTube. (2018). <i>NETEC: Containment Wrap in a Special Pathogen Isolation Area</i> . YouTube. Retrieved September 13, 2023, from https://www.youtube.com/watch?v=MOVAYdT60A .
Responsible	SPARC Program Manager SPARC Medical Director