**Staff Interview Questions**

**NHA** = Nursing Home Administrator
**DON** = Director of Nursing
**IP** = Infection Preventionist
**SSD** = Social Service Director

**NHA:** Please provide these records for review, thank you:

- The COVID-19 emergency plan (E0007), succession plan, P&P regarding pandemic, the use of volunteers for medical care (E0024), treat in place and offsite.

- P&P regarding testing during COVID pandemic for residents and staff.

- Facility’s IC Self-Assessment

- Facility Assessment

- Records for obtaining PPE/alcohol based hand rub (ABHR)/soap/EPA approved products, outside of usual access

- Standing orders for COVID-19 and how being implemented.

- **NHA/DON:** What struggles have been identified about the implementation of COVID precautions and what has been done about it?

- **NHA/DON:** How is the facility communicating with the community, residents, representatives and stakeholders?

- **NHA/DON:** Who is responsible for reporting COVID-19 results of staff and residents? Who are the entities the information is being reported to? How often is information reported? How does this information affect decisions made regarding the status of the residents and staff?
- **NHA/DON:** What is the screening process for staff? What did the training include for staff to become the screener? Please provide the training for review.

- **NHA/DON/IP:** Is the facility accepting new admissions? What is process? Do you implement quarantine for 14 days? What does the quarantine include?

- **NHA/DON/IP:** What training has staff received for COVID? What does it include? How often is it provided to staff?

- **NHA/DON/IP:** What precautions are they taking to protect residents?

- **NHA/DON/IP:** What PPE is being reused/extended life? What is the process for reuse/extension of life?

- **NHA/DON/IP:** Are you moving patients/residents in the building to provide Cohorting? How are you are you moving residents positive? Are they going past non-covid positive residents? What PPE was staff wearing?

- **NHA/DON/IP**: Is TeleHealth used? Please provide the policies for review. How often and in what capacity?

- **DON/IP:** Do you have residents receiving Hospice services? What precautions taken? What does the communication include? How are end of life family visits handled?

- **DON/IP**: What does the monitoring of a COVID + resident include? What does the monitoring of non-covid residents include?

- **DON/IP:** What does the monitoring of staff symptoms include?

- **DON/IP:** Has a crash cart been designated COVID-19?

- **DON/IP:** What equipment including computer reporting (nurse and CNA documentation platforms), telehealth visits and family/friend visits for COVID?

- **DON/IP:** How many residents go to dialysis? What steps have you taken to protect the residents in the facility, leaving the facility and then returning to the facility? What type of quarantine are the residents provided? What has the communication consisted of b/w the facility and the dialysis center? What precautions are taken?

- **Medical Director**: What orders and treatments have been established for COVID-19 such as air hunger, high flow oxygen concentrators,

- **Medical Director:** What discussion happening with residents and representatives about high mortality from COVID regarding resuscitation?

- **Medical Director:** Do you use nebs/bipap/cpap? What protections offered to staff (N95 mask)? Do you use spacer (or water bottles) for MDI? Albuterol tabs/syrups?

- **Medical Director:** Has a policy and procedure been established for hypodermoclysis, which avoids the need for intravenous hydration.

- **Medical Director:** What has been established regarding the standing orders for management of dyspnea (morphine, Ativan), IV hydration, supplemental oxygen, nasal decongentstants, cough medications, use of aerosolized medications and treatments? P&P/standing orders for palliative medications such as anxiolytics, narcotics, anti-nausea medications, medications to manage delirium as part of the illness may be needed.

- **Medical Director/DON:** Are standing orders being used? How do you know when to implement them? What is process?

- **Medical Director/NHA:** What process developed for testing of residents and staff?

- **Floor Staff/IP/DON:** What did your hand hygiene training include? How often doing hand hygiene? How often changing gloves?

- **Floor Staff/IP/DON:** Are you short staffed? What has been done? What resources available?

- **Floor Staff/IP/DON:** How is trash and linens handled? What changes if red bio bags or yellow bio bags used?

- **Floor Staff/IP/DON:** What is the process for passing ice and water and snacks?

- **Floor Staff/IP/DON**: What is the process for passing meals? What is rationale for paper products used during meal service?

- **Floor Staff/IP/DON:** What hand hygiene is provided to the residents? What PPE is used by the residents and for what reason? Do residents have access to cloth masks? Who ensures the residents are provided the masks and know when and how to use them?

**- Floor Staff/IP/DON:** What did the training include for donning/doffing PPE? What PPE is being reused and what is process for donning/doffing? What is the process for reuse/extension of life? How should dirty linens and trash be transported to the dirty utility room or place of disposal?

- **Dietary Manger:** What processes/precautions has the kitchen implemented during COVID-19 for resident and staff safety? What did training include that was provided to the dietary staff?

- **Dietary Staff:** What did the COVID-19 training include? What precautions are taken at this time to protect residents? What PPE do you have access to? What did the training include regarding the donning/doffing of PPE? What is being reused/prolonged life of PPE? How are meals being delivered? What precautions are taken during meal time?

- **Housekeeping/Laundry Mangers:** What processes/precautions has the Laundry implemented during COVID-19 for resident and staff safety? What precautions are in place regarding linen transport and cleaning/storing? Are there precautions taken during the washing of linens? What are the precautions taken with disposal of trash? Labeling of bio bags and receiving bins?

- **Activity Director:** What alterations have been made to the activity/recreational therapy program? Have you received COVID-19 training? What did the training include? How are you protecting residents?

- **SSD:** What considerations have been implemented for prolonged isolation of residents? What did your COVID training consist of? How are you protecting residents?