PROTOCOL FOR TREATMENT OF EMERGENCY PATIENTS DURING COVID-19

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Screen Patient Over Phone

Ask patient about:
- Fever
- Symptoms
- Travel history

If the patient answers yes, they will be advised to seek further medical attention.
CHECKING IN THE PATIENT
• Patient will call our office upon arrival

• Assistant will meet them at the door in full PPE
• Mask
• Hand sanitizer
• Temperature less than 100.4
• COVID-19 disclosure form
• Patient paperwork
• Insurance cards

• Collect payment before treatment
• Patient will read off card number
SURGICAL PROCEDURE
• Take patient to the Doctors assigned room

• Fill out consent using the same clipboard and pen that patient used to fill out paperwork
• Doctor and assistant in full PPE
• Patient will remove mask for procedure
• No other staff allowed during surgery
• After surgery is done have the patient put their mask back on
• Doctor and assistant will remove gloves, surgical hair net and perform hand hygiene
• Post operative instructions will be given to patient
PATIENT WILL BE DISMISSED
DECONTAMINATION PROCESS
• All paperwork will be kept in a drawer for 48 hours
• The same assistant should decontaminate the surgical suite along with the clipboard and pen used by patient
• The same assistant will properly package and sterilize instruments used during surgery.

• It is also recommended to disinfect all keyboards, door handles and telephones etc. at the end of the day.

• All staff should change out of scrubs and into different clothes before going home.