

COVID-19 Assessment (COVIDRA Form) Requirement for all NSHA Patients

Completion of COVID-19 Assessment

All patients which present for a face to face visit or admission at any NSHA facility must have a COVID Risk Assessment completed. A standardized clinical documentation form has been developed (COVIDRA) and is required to be retained as part of clinical documentation created for each patient.

The COVID Risk Assessment Form must be placed at the front of the patient chart or documentation used while they are actively being seen in the facility for care.

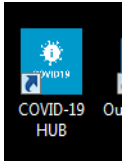
Process for Completion of the COVID-19 Risk Assessment (COVIDRA Assessment Form)

- 1) When a patient presents to be registered the registration clerk as the first point of contact will print the form and apply a patient identification label.
- 2) The Registration Clerk or first person in contact with the patient will complete the first section of the COVID Risk Assessment, the COVID-19 Risk Identification Section of the COVIDRA Form and if/when the patient answers “Yes” to any of the questions in the Risk Identification Section, will provide and ask the patient to wear a mask for the duration of their visit to the NSHA facility.

Script for Use When Asking for Patient Postal Codes in completion of the COVIDRA Risk Identification Section of COVIDRA Form:

We are currently taking enhanced precautions across NSHA during the COVID-19 pandemic, we are aware there are areas within Nova Scotia experiencing more COVID-19 than others. Members of your healthcare team will take extra precautions to keep you safe.

As part of the registration process, the registration clerk will need to look up the patient’s postal code and determine if that patient resides within a Community or Facility cluster. **If the patient’s postal code appears on the Community/Facility Cluster list, check appropriate box on the COVIDRA Form and provide them with a mask if they do not have one.**



Pathway to “Community/Facility Cluster List: COVID-19 HUB (Desktop Application) → Central Registry → Scroll down to the *COVID-19 Community/Facility Cluster Information* section → click on the ***COVID-19 Community Clusters or List of COVID-19 Facility Clusters*** document.

If the patient lives with a Facility that is a known COVID cluster, the name of the facility (Long Term Care, Residential, etc.) will be listed under the List the table “Facility Cluster”.

To determine if a patient lives with a Community Cluster, use the “Search Community Cluster” link, enter the patient’s postal code without spaces into the left hand search box click enter, if the patient lives within a Community Cluster, YES will pop-up in the box on the right.

- 3) The Assessment Section and Signature of the form will be completed by person when providing direct care to the patient.
- 4) The Most Responsible Provider are responsible to ensure all aspects of the form are completed and signature is applied.

Completed COVID–19 (COVIDRA Assessment Form)

All completed COVID–19 Assessment Forms (COVIDRA) will be sent to the Health Records Department within the NSHA facility for scanning to the patient health record. **Exception:** COVIDRA forms completed by Lab and DI as part of patient registration to the clinical system applications in these areas will be required to retain the COVIDRA Form as part of the patient visit. In these areas, the COVIDRA clinical documentation can be scanned to PACS or LIS and must be retained in accordance with the NSHA retention of clinical documentation for the facility.

Booked appointments/procedures:

HIS staff will use booking lists and assign a droplet and contact flag on patient’s chart if the patient resides in a postal code that exists with a community cluster.