

Form a Team for Point Prevalence Survey (PPS)

COVID-19 PPS TOOLKIT FOR LONG-TERM CARE FACILITIES

Team Make-up

Conducting a point prevalence survey (PPS) in a long-term care facility (LTCF) requires planning and coordination by an interdisciplinary team. Team members should include the following:

- Administrator and Director of Nursing or Assistant Director of Nursing.
- Testing Teams: Plan to use one team per 20 people to be swabbed.
 - Swabbers (clinical care staff).
 - Swabbing Assistants (non-clinical staff).
 - Testing Managers.
- Medical Staff.
- Infection Preventionist.
- Laboratory Services.
- Minnesota Department of Health (MDH), local public health (if needed to support implementation or lab services).

Role of Administrators

- Ensure testing plans and expectations for communication are shared with all staff.
- Provide human and financial resources for the PPS.
- Inform residents and families about the testing activity.
- Exclude positive staff from work, regardless of presence or absence of symptoms.

Swabbers (resident care clinical staff)

- Provide residents and/or staff with information at the time of sampling.

- Collect specimens from residents and staff, working in a team with non-clinical staff.
 - Collect nasopharyngeal or nasal swab.
 - Place swab in specimen collection tube and break off swab stick.
 - Screw on specimen tube cap, thereby sealing specimen container.
 - Place specimen container in biohazard bag held by the Swabbing Assistant.
- Properly use PPE and perform hand hygiene while collecting specimens.

Swabbing Assistants (resident care non-clinical staff)

- Provide residents and staff with relevant information about testing.
- Assist the Swabber by:
 - Holding specimen bag for Swabber to place specimen tube.
 - Ensure that every specimen is labeled with resident name and date of birth.
 - Ensure there is a completed lab form.
 - Package specimens for lab pick up.
- Properly use PPE and perform hand hygiene while collecting specimens.

Testing Managers

- Observe, support, and address questions from team and residents.

Runners

- Assist Testing Teams as needed. One Runner per floor is ideal.

Medical Staff

- Order COVID-19 tests.
- Inform residents of positive and negative COVID-19 test results.

Infection Preventionist

- Ensure staff are following infection control protocols, using Transmission-based Precautions, and conducting hand hygiene as appropriate.
- Develop plan to cohort residents who test positive for COVID-19 and dedicate staff.

Laboratory

- Provide swab kits (swabs, specimen collection containers, sterile saline, labels, forms).
- Conduct/coordinate specimen pick up.
- Support and advise clinical staff and physicians on testing and interpretation of results.

Public Health

- The State Emergency Operations Center is providing support for testing in some facilities (e.g., State testing teams or supplies).
- Some local public health departments are able to serve as facility “testing liaisons,” providing support during the initial round of PPS testing by facilitating communication between facility and State testing teams (e.g., MN National Guard) and helping to implement a smooth and efficient testing operation.
- MDH staff can be contacted with questions about infection prevention and testing.



Minnesota Department of Health | health.mn.gov | 651-201-5000
625 Robert Street North PO Box 64975, St. Paul, MN 55164-0975

Contact health.communications@state.mn.us to request an alternate format.

06/24/2020