

# COVID-19 UPDATE

## Keeping You Safe



Thunder Bay Regional  
Health Sciences  
Centre

To: Hospital Clinical Managers  
From: Dr. Stewart Kennedy, COVID-19 Incident Manager  
Date: Monday, April 27, 2020  
RE: **Deceased COVID-19 patient belongings process**

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Clinical Managers, please advise and post for clinical staff

The health and safety of staff, professional staff, patients and the community is our utmost priority. To limit potential exposure to the COVID-19 virus, the following process ensures the safe collection of belongings from deceased COVID-19 positive or presumptive patients.

This process requires two nurses, one designated as “H” (hot) and the other as “C” (cold) based on the level of Personal Protective Equipment (PPE) required for each role. To carry out this process, the H nurse dons full PPE, while the C nurse requires gloves.

1. The H nurse will don appropriate PPE (surgical mask, gloves, gown and face shield);
2. The H nurse will collect valuables (wallet, jewelry, etc.) from patient room;
3. The C nurse will don appropriate PPE (gloves) and hold open a valuables envelope (FCS-136);
4. The H nurse will place valuables inside the envelope taking care not to contaminate the outside;
5. The C nurse will seal the envelope with tape and label the valuables envelope with a patient label;
6. The H nurse will pack all the patient’s belongings into belonging bags:
  - a. Clothing will be bagged together;
  - b. All other belongings will be placed in separate bag;
7. The H nurse will tightly secure the bags by tying them closed;
8. Doff contaminated PPE and perform hand hygiene;
9. Don clean gloves and wipe down the outside of all belonging bags with Oxivir wipes;
10. Doff gloves and perform hand hygiene;
11. Place a patient label on all bags;
12. Place a Do Not Open label on the outside of all belongings bags and valuables envelopes:
  - a. Nurse must write on the label the date and time at which the bag can be opened. The date and time will be 72 hours after the belongings are placed

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- in the bags. This is to ensure the viral load is no longer viable;
13. Place a laundry label (attached) on all clothing belonging bags;
  14. Collect all cleaned and labeled bags and the envelope, which can now be given to the Next of Kin or stored in the unit's designated area;
  15. Do not send patient belongings to the morgue.

Thank you for your commitment to safety.

For more information, please contact your manager.

All Hospital COVID-19 updates are available on the iNtranet at <https://comms.tbrhsc.net/covid-19-information/>.