Daily COVID-19 update
(15 April 2020, 5.20pm)

Topics in this Core Brief:
- Update on Testing for Household Members and Staff with COVID-19 symptoms
- Clinical trial update: RECOVERY
- Office 365 Teams - Governance Guidance and Best Practice
- Fire Safety during COVID-19

Update on Testing for Household Members and Staff <u>with COVID-19 symptoms</u>

We have seen a large increase in NHSGGC staff or family members coming forward for COVID-19 testing over the holiday weekend and our testing centres are now fully operational.

NHSGGC staff, health and social care staff in the six partnerships within the GGC area, GPs, dentists and community pharmacy staff who are self-isolating due to their own symptoms (fever of ≥37.8 C or new persistent cough) or those of a household member should now be referred for testing via their line managers. [eform available here](#). All testing is on an appointment-only basis following eform referral.

Testing needs to be carried out within the first 5 days of symptoms so timely referrals are critical.

[Click here for a series of FAQs on testing.](#)

Clinical trial update: RECOVERY

Clinicians and the Clinical Research Facility nursing team, with support of pharmacists at QEUH, GRI, RAH and IRH are now recruiting patients with suspected or confirmed COVID-19 to a new clinical trial which offers a number of potential treatment options. The UK wide RECOVERY trial aims to find effective treatment of COVID-19 by testing pre-existing medicine such as steroids, antivirals and antimalarial agents which are compared to standard care. The trial is adaptive in design so treatments that show promise will be used more frequently. Over 100 patients have been recruited to date, which represents an outstanding team effort.

This is one of several clinical trials NHS Greater Glasgow and Clyde is taking part in, as part of our overall multidisciplinary team Research and Development response to COVID-19.

If you have queries please contact the team via the Clinical Research Facilities: QEUH, RAH & IRH on: 0141 2327600 and GRI on: 0141 2116800.

Office 365 Teams - Governance Guidance and Best Practice

The Information Governance team thought it would be useful to share these things that we recommend you bear in mind when using Teams.

Think Data Protection
Data that is classified as sensitive personal data (relating to clinical matters in particular), can be placed on Teams but please be careful and conscious of who is in the Team that you send the data to. It is recommended that normal clinical systems be used where appropriate.

Think FOI and Privacy
The conversation trail(s) on Teams, including those in 'chat', could be released under Freedom of Information, Data Protection or Environmental Information Requests legislation.

Please apply the same rigour to it that you would to your usual methods of communication such as email. If in doubt, use the phone! Be aware that anyone invited to a Teams channel can see everything within that environment.

Think file management
Teams is a great collaborative tool but it currently doesn't link to your Business Classification Scheme (BCS) or other clinical systems. Any documentation or files you upload now will require to be appropriately filed before we move over to the permanent Office 365 environment. Please be thoughtful about your data retention and cleansing requirements in Teams. And save as you go. It is better to have one Team with many channels than multiple Teams. Also, please do not download sensitive, commercial or confidential material to your own drives or devices to work on it. Teams allows you to work on documents within the application.

Think decisions
The 'chat' or conversation trail(s) that you have in Teams are not recorded anywhere so, for now, make sure that any decisions taken in Teams are recorded appropriately elsewhere, in the relevant clinical or business systems.

For more information about O365 and links to the Knowledge Centre and Teams, visit:
http://www.staffnet.ggc.scot.nhs.uk/Corporate%20Services/eHealth/O365/Pages/MO365.aspx

Fire Safety during COVID-19

During the COVID-19 pandemic the fire safety team are aware that we will see an increased number of patients receiving oxygen therapy.

Oxygen poses a special hazard. High concentrations of oxygen can cause materials to burn extremely rapidly and some materials which are not normally considered combustible can burn in an enriched oxygen atmosphere. Oxygen saturation can occur in clothing, upholstery or bedding, as a consequence of procedures such as oxygen therapy and may remain hazardous for a considerable time after exposure. Oxygen is also dangerous when in contact with grease or oil.

Alcohol Hand Gels are flammable and extra care must be taken with these products in oxygen rich environments, care should be taken to avoid the spillage of hand gels. The quantity of hand gels kept in a ward should be as small as is reasonably practicable for day to day purposes and the gels should be stored in a fire resisting cabinet e.g. metal. For full details on fire safety regarding alcohol based hand rubs, visit: http://www.hfs.scot.nhs.uk/publications-/iric-safety-alerts/?keywords=handrubs&section=&category=&month=&year=&show=10

We would ask all staff to be mindful of the following:

1. Limit electrical charging to essential medical equipment and exclude the charging of personal electrical items such as laptops and mobile phones within oxygen enriched wards.
2. Oil based hand creams or moisturisers must not be used in vicinity of oxygen due to fire hazard.

3. Standard operating procedures regarding the use, storage and location of hand gels must be adhered to at all times.

Please do not hesitate to contact the fire safety team if you have any queries regarding this, email: fire.safety@ggc.scot.nhs.uk

Please keep up-to-date with the latest guidance on our dedicated web pages at: www.nhsggc.org.uk/covid19. If you have any questions about the current situation please check the FAQs first. If you have any further questions, please email: staff.covid19@ggc.scot.nhs.uk

Staff are reminded to make sure their personal contact details are up to date on eESS.