

# Coronavirus Travel Screening Workflow



*Audience: Registration and Front Desk Staff*

In an effort to screen and alert staff of a potential risk of infection, the **Travel Screening** form has been activated in the Scheduling and Registration workflows.

The screening form has three key questions regarding contact, symptoms and travel history. The responses will determine if the patient has a potential risk and will alert the staff of next steps. The travel screening questionnaire will appear every 24 hours after midnight.

## Risk Factors

### Potential Risk

When **ALL THREE** questions have been asked of the patient and if specific conditions are met when completing the travel screening questions, a Best Practice Alert (BPA) will appear for front desk and registration staff. The BPA will instruct the scheduler of **next steps** for the patient.

1. In the last month, have you been in contact with someone who was confirmed or suspected to have Coronavirus / COVID-19?
2. Do you have any of the following symptoms?
3. Have you traveled internationally in the last month?

### Low Risk

When **ALL THREE** questions have been asked of the patient and if specific conditions are **NOT** met when completing the travel screening questions, the BPA will NOT display, and the normal scheduling workflow should be followed.

1. In the last month, have you been in contact with someone who was confirmed or suspected to have Coronavirus / COVID-19?
2. Do you have any of the following symptoms?
3. Have you traveled internationally in the last month?

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## Scheduling Process

1. During the normal scheduling and check in processes, the **Travel Screening** form will display.

The screenshot shows a window titled "Travel Screening" with two main sections. The first section, "Communicable Disease Screening", asks "In the last month, have you been in contact with someone who was confirmed or suspected to have Coronavirus / COVID-19?" with buttons for "Yes", "No / Unsure", and "Unable to assess". Below this, it asks "Do you have any of the following symptoms?" and lists 16 symptoms with checkboxes: None of these, Unable to assess, Abdominal pain, Bruising or bleeding, Chills, Cough, Diarrhea, Fever, Joint pain, Loss of smell, Loss of taste, Muscle pain, Rash, Red eye, Severe headache, Shortness of breath, Sore throat, Vomiting, and Weakness. The second section, "Travel History", asks "Have you traveled internationally in the last month?" with buttons for "Yes", "No", and "Unable to assess". Below this is a text input field "Enter a location" with an "Add Travel" button. A message box says "No Documented Travel" and "You can use the box to the upper left to add a trip to the list". At the bottom right, there are "Accept" and "Cancel" buttons.

2. Click on the appropriate answers based on the patient's responses. All three questions **MUST** be answered. Hospital Leadership will be tracking to ensure the travel screening is completed for each patient.

- a. In the last month, have you been in contact with someone who was confirmed or suspected to have Coronavirus / COVID-19.
- b. Do you have any of the following symptoms?
- c. Have you traveled internationally in the last month?
- d. Enter the travel location and dates of travel if the patient answers **Yes** to the **Travel History** question.

3. Click **Accept**.

This is an annotated version of the "Travel Screening" form. Red circles with numbers and letters highlight specific elements: a red circle with the number "2" is at the top right of the window; a red circle with the letter "a" points to the "Yes" button in the "Communicable Disease Screening" section; a red circle with the letter "b" points to the "Do you have any of the following symptoms?" question; a red circle with the letter "c" points to the "Yes" button in the "Travel History" section; a red circle with the letter "d" points to the "Add Travel" button; and a red circle with the number "3" is at the bottom right, pointing to the "Accept" button.

# Coronavirus Travel Screening Workflow



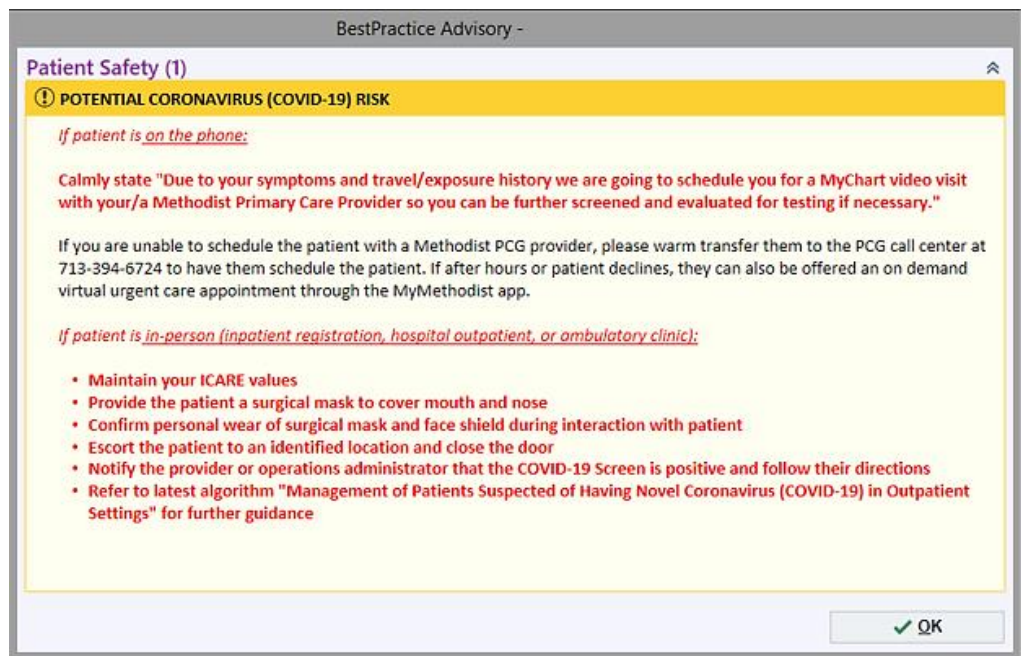
## Potential Risk

4. When **ALL THREE** questions have been asked of the patient and if specific conditions are met when completing the travel screening questions, a **Best Practice Advisory (BPA)** will display for front desk and registration staff. The BPA will instruct the scheduler of **next steps** for the patient.

**NOTE:** Scheduling **SHOULD NOT** continue. Contact your department Supervisor/Manager.

The COVID-19 Potential Risk BPA will appear if one or more of the following symptoms are documented:

- Cough
- Fever
- Shortness of Breath
- Muscle Pain
- Severe Headache
- Sore Throat
- Loss of Smell
- Chills
- Loss of Taste
- Vomiting
- Diarrhea

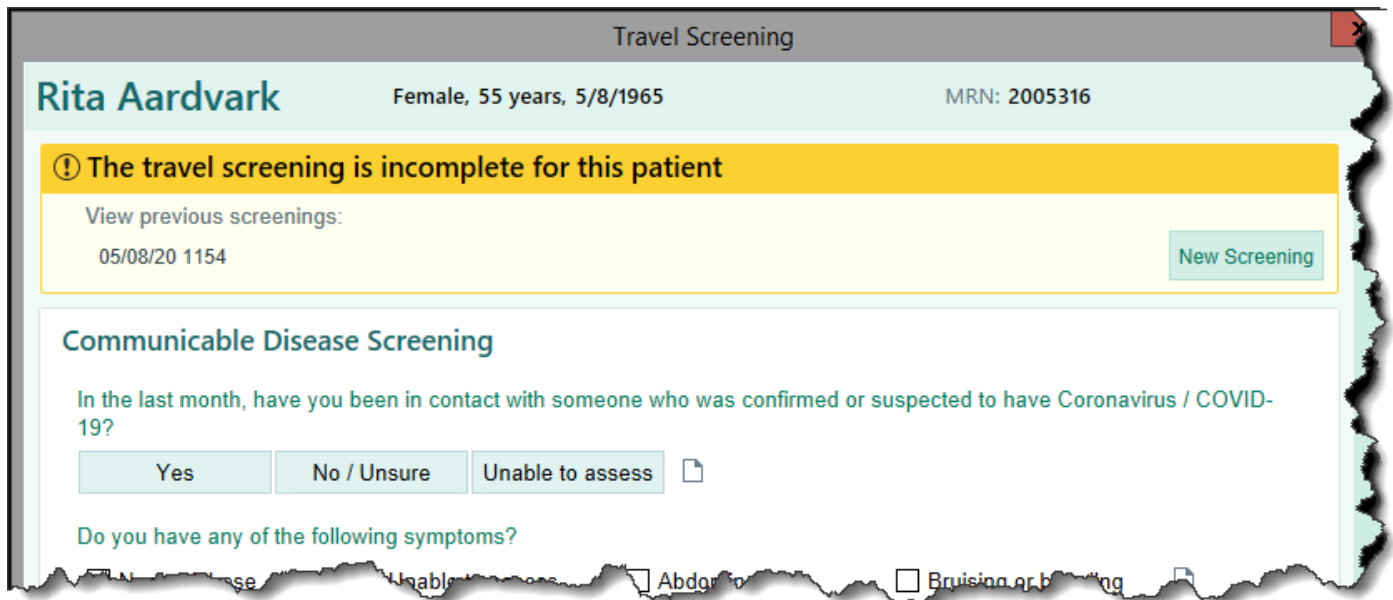


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5. If some of the **Travel Screening** questions are not answered/entered in Epic or if **Unable to assess** is selected, the **Travel Screening** will be incomplete.

**Remember: All three questions MUST be answered.**

A screenshot of the Epic Travel Screening form for a patient named Rita Aardvark. The patient's information includes 'Female, 55 years, 5/8/1965' and 'MRN: 2005316'. A yellow warning banner at the top states 'The travel screening is incomplete for this patient'. Below this, there is a section for 'Communicable Disease Screening' with a question: 'In the last month, have you been in contact with someone who was confirmed or suspected to have Coronavirus / COVID-19?'. The response options are 'Yes', 'No / Unsure', and 'Unable to assess'. Below the question, there is another question: 'Do you have any of the following symptoms?' with checkboxes for 'Nausea', 'Unable to breathe', 'Abdominal pain', and 'Bruising or bleeding'. A 'New Screening' button is visible in the top right corner of the form area.

Travel Screening

**Rita Aardvark** Female, 55 years, 5/8/1965 MRN: 2005316

ⓘ The travel screening is incomplete for this patient

View previous screenings:  
05/08/20 1154 New Screening

**Communicable Disease Screening**

In the last month, have you been in contact with someone who was confirmed or suspected to have Coronavirus / COVID-19?

Yes  No / Unsure  Unable to assess

Do you have any of the following symptoms?

Nausea  Unable to breathe  Abdominal pain  Bruising or bleeding



## Potential Risk - Operational process

Patient presents to Clinic Front Desk with the following:

- Cough
- Fever
- Shortness of Breath
- Muscle Pain
- Severe Headache
- Sore Throat
- Loss of Smell
- Chills
- Loss of Taste
- Vomiting
- Diarrhea
- Symptoms of lower respiratory illness (e.g., cough, difficulty breathing, pneumonia)

**Perform the following:**

- Provide patient a surgical mask to cover nose and mouth.
- Review the **Travel Screening** responses.
- Notify appropriate clinical staff of potential risk.

## Low Risk

Continue scheduling. Negative responses to the questions will not trigger the BPA and the normal scheduling workflow should be followed.

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## Viewing the Travel Screening Responses

1. Epic dropdown menu > **Patient Care** > **Chart**.
2. On the **Patient Lookup** window, enter patient search information.
3. The **SnapShot** tab is defaulted, click on the **Chart Review** tab.
4. Make sure the **Encounters** tab is selected.
5. Search for the desired date and **Travel** type.
6. Click on **Travel**.
7. The screening questions, responses and end user information displays.

The screenshot displays the Epic Chart Review interface for a patient named Mary Mouse. The interface includes a patient information sidebar on the left, a central encounter list, and a detailed view of a 'Travel' encounter on the right. The 'Travel' encounter view shows a 'Travel Screening and History' section with the following data:

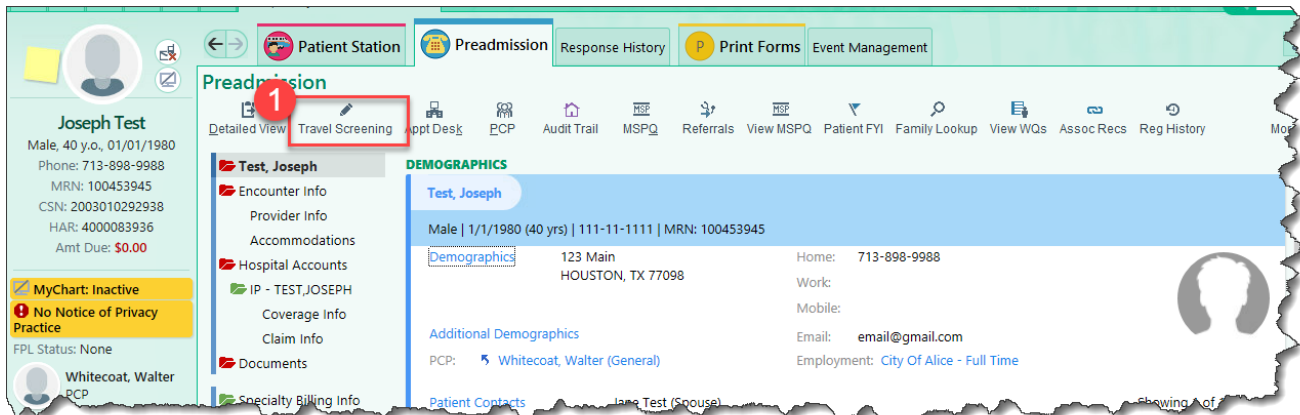
Row Name	03/18/20 1834	03/18/20 1828
<b>Communicable Disease Screening</b>		
In the last month, have you been in contact with someone who was confirmed or suspected to have Coronavirus / COVID-19?	No / Unsure	Unable to assess
Do you have any of the following symptoms?	None of these	—
<b>Travel Screening</b>		
Have you traveled internationally in the last month?	No	Unable to assess

# Coronavirus Travel Screening Workflow

## Registration

The Travel Screening questionnaire is completed during the registration process for the **Pending Pre-admission**, the **Confirmed Pre-admission** and the **Confirmed Admission** workflows.

1. Click on the **Travel Screening** button.



2. The **Travel Screening** form displays.

The 'Travel Screening' form is displayed in a window. It contains two main sections: 'Communicable Disease Screening' and 'Travel History'. The 'Communicable Disease Screening' section asks, 'In the last month, have you been in contact with someone who was confirmed or suspected to have Coronavirus / COVID-19?' with options for 'Yes', 'No / Unsure', and 'Unable to assess'. Below this, it asks, 'Do you have any of the following symptoms?' with a grid of checkboxes for various symptoms including Chills, Cough, Loss of smell, Rash, Sore throat, Vomiting, Abdominal pain, Diarrhea, Loss of taste, Severe headache, Weakness, Bruising or bleeding, Fever, Muscle pain, and Shortness of breath. The 'Travel History' section asks, 'Have you traveled internationally in the last month?' with options for 'Yes', 'No', and 'Unable to assess'. Below this, there is a text input field for 'Enter a location' and an 'Add Travel' button. A message states, 'No Documented Travel. You can use the box to the upper left to add a trip to the list'. At the bottom right, there are 'Accept' and 'Cancel' buttons.

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3. Click on the appropriate answers based on the patient's responses. All three questions **MUST** be answered. Hospital Leadership will be tracking to ensure the travel screening is completed for each patient.
  - a. In the last month, have you been in contact with someone who was confirmed or suspected to have Coronavirus / COVID-19?
  - b. Do you have any of the following symptoms?
  - c. Have you traveled internationally in the last month?
  - d. Enter the travel location and travel dates if the patient answers Yes to the Travel History question.

The screenshot shows a web-based form titled "Travel Screening". It is divided into two main sections: "Communicable Disease Screening" and "Travel History".

- Section 3:** The entire form is highlighted with a red circle containing the number 3.
- Section a:** A red circle with 'a' points to the question: "In the last month, have you been in contact with someone who was confirmed or suspected to have Coronavirus / COVID-19?". Below the question are three radio button options: "Yes", "No / Unsure", and "Unable to assess".
- Section b:** A red circle with 'b' points to the question: "Do you have any of the following symptoms?". Below are 14 checkboxes for symptoms: None of these, Unable to assess, Abdominal pain, Bruising or bleeding, Chills, Cough, Diarrhea, Fever, Joint pain, Loss of smell, Loss of taste, Muscle pain, Rash, Red eye, Severe headache, Shortness of breath, Sore throat, Vomiting, and Weakness.
- Section c:** A red circle with 'c' points to the question: "Have you traveled internationally in the last month?". Below are three radio button options: "Yes", "No", and "Unable to assess".
- Section d:** A red circle with 'd' points to the "Travel History" section. It includes a text input field "Enter a location" with a "+ Add Travel" button. Below is a list containing "No Documented Travel" with a note: "You can use the box to the upper left to add a trip to the list". At the bottom right of the list area, it says "No more travel to load".
- Section 4:** A red circle with '4' points to the "Accept" button at the bottom right of the form, which is highlighted with a red box.

4. Click **Accept**.



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5. Confirmation and Verification warning messages display if the travel screening form has not been completed.

All three questions **MUST** be answered; **Unable to Assess** is not considered an answer and will show as incomplete.

The screenshot displays a medical software interface for a 'Preadmission' screen. A 'Confirmation Messages' pop-up window is open on the left, listing several warnings. One warning, 'Travel Screening is incomplete. Click the Travel Screening button on the toolbar and answer all questions. Unable to Assess is not considered an answer and will show incomplete.', is highlighted with a red box. The main interface shows patient information, including 'Guarantor' and 'Subscriber' details, and a 'Payment Information' section. On the right, a 'Checklist' sidebar shows '4 Verifications Remaining', with one verification for 'Patient Jones, Mark Will...' and another for 'Encounter On 3/9/2020'. A warning message about incomplete travel screening is also highlighted with a red box in the sidebar.

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6. When **ALL THREE** questions have been asked of the patient and if specific conditions are met when completing the travel screening questions, the following BPA will display. Follow the instructions on the BPA.

