

**NYP Process for Using Intubation Bags for Suspected or Confirmed COVID-19 Patients
(As of March 21, 2020)**

This is the NYP standard process for creating and maintaining COVID-19 PPE intubation bags across NYP. This process applies for all affected units (ED, med-surg, ICUs, LD, ORs). This pertains to intubation bags stored on the units, and back-up reserve bags that will be distributed to the anesthesia teams. **Each bag will be used with a McGrath video laryngoscope handle (stored SEPARATELY on unit)** and will contain the following components and be stocked by supply chain:

Item Description	Quantity per Bag (EA)	MFG #	Lawson #	Vendor #	UOM	QTY per UOM
Biohazard Bag	1	LDPEZIP	447241	8015655	CA	250
Bouffant Hat	2	HWT204	440011	8015655	CA	1000
Hepa Filter	1	28022	323510	8022025	CA	20
Long Beard Hat	1	4381	456715	8000202	CA	100
McGrath Mac 1 Blade	2	350-072-000	543177	8014825	BX	50
McGrath Mac 2 Blade	2	350-017-000	508129	8014825	BX	50
McGrath Mac 3 Blade	2	350-005-000	426546	8014825	BX	50
McGrath Mac 4 Blade	2	350-013-000	426547	8014825	BX	50
N95 Mask - Regular	2	46727	157922	8003311	CA	210
N95 Mask - Small	2	46827	157923	8003311	CA	210
Sterile Gloves - 6.0	1	2D72PT60X	283821	8000202	CA	200
Sterile Gloves - 6.5	1	2D72PT65X	283822	8000202	CA	200
Sterile Gloves - 7.0	1	2D72PT70X	283823	8000202	CA	200
Sterile Gloves - 7.5	1	2D72PT75X	283824	8000202	CA	200
Waterproof gown (blue)	2	69600	230052	8003311	CA	100
Welder Mask	2	41204	338085	8003311	CA	40

The McGrath handles should be kept on the unit by the attending and also brought down to the unit by the anesthesia team responding to the request for the rapid response team (if applicable). If your campus does not yet have McGraths, please use Glidescope, CMAC, or any other video laryngoscope you may have on hand until you receive your McGraths. If you need additional McGraths, please reach out to Sarah Yolleck (sxy9001@nyp.org) with your request.

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PPE Intubation Bag Workflow

1. **Supply chain** – Assemble intubation bags in general stores. Secure each bag with a zip tie.
2. **Supply chain** - Bring appropriate number (see below) of intubation bags for all units housing PUIs or COVID-19 positive patients. Drop off bags with unit clerk for storage under desk. Unit clerk or charge nurse is responsible for distributing and managing bags.
 - **MICUs/SICUs:** 4 bags
 - **EDs:** 3-4 bags
 - **OB:** 2-3 bags
 - **All other units:** 2-3 bags
 - **Reserve bags:** 4 per anesthesia team.
 - Anesthesia will be responsible for bringing reserve bags and McGraths to the units for intubations, and calling supply chain to have them replenished. These bags serve as a back-up in case there is not a fully stocked intubation bag on the unit.
3. When call for intubation is made, the **unit clerk and attending** should take the following measures:
 - a. Cut zip tie from intubation bag, and bring bag to outside of isolation room;
 - b. Give McGrath handle to anesthesiologist responding to Rapid Response request;
 - c. Bring additional PPE to isolation cart. Unit clerk or other defined designee is responsible for managing extra PPE for additional staff:
 - i. Regular N95 masks
 - ii. Small N95 masks
 - iii. Isolation gowns
 - iv. Welder's masks
 - v. Masks with face shields
 - vi. Other available eye protection
4. **Rapid Response team** – For intubation, retrieve McGrath from attending and select essential PPE from intubation bag. Only bring in essential supplies (**necessary PPE and McGrath blades**) into isolation room, and leave bag and remaining supplies outside of room.
5. **Defined designee** – Defined designee should put on gloves, retrieve biohazard bag from intubation bag, and wait outside of isolation room with open biohazard bag for intubation to be complete.
 - a. *Defined designee can be resident, attending, anesthesia tech, CRNA, etc.*

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6. **Rapid Response team** – After intubation, place used McGrath handle in biohazard bag (held open by defined designee).
7. **Defined designee** – Seal bag, clean McGrath handle with purple top PDI wipe, and allow handle to dry for 2 minutes. After the handle is dry, place in a clean non-biohazard bag. Label bag “CLEAN MCGRATH HANDLE” if possible. Give handle back to the attending for storage. Store in attending office.
8. **Rapid Response team/unit clerk**– Call local supply chain number and request bag swap and/or extra McGrath batteries. See chart below(page 3) for supply chain contact information.
9. **Supply chain** – Within **an hour and a half**, retrieve used bag from unit, and replace with restocked bag and/or batteries.
10. **Supply chain** - Bring used bag down to general stores and replenish. Keep in general stores until unit needs another bag.

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SUPPLY CHAIN CONTACT INFORMATION – By campus

Campus	Hours	Who to contact?	Additional Instructions
Lower Manhattan	Monday-Friday: 7am-11pm	General Stores (312-5047) or call covering MMA on mobile heartbeat	If leaving message, please indicate location where bag is required.
	Saturday & Sunday: 8am-4pm		
	Off Hours	Call Nursing Administrator: contact info?	Nursing Administrator will exchange bag
	Monday-Friday 11pm-7am		
	Saturday 4pm- 8am		
	Sunday 4pm-7am		
Cornell	24/7	Equipment center: 212-746-0364	If leaving message, please indicate location where bag is required.
Allen	8am-4:30pm	Supply Chain: 212-932-4028	If leaving message, please indicate location where bag is required.
	11pm-7am	Ops Supervisor: 212-832-4463	
	24/7	Nursing Office: 212-932-4322	
Hudson Valley	7am-5pm	Supply Chain: 914-734-3351	If leaving message, please indicate location where bag is required.
	4pm-7am	Nursing Supervisor: 914-734-3284	
Lawrence	7am-11pm	Supply Chain: 914-787-2213	If leaving message, please indicate location where bag is required.
	11pm-7am	Nursing Office: 914-787-5036	
Queens	24/7	Supply Chain: 718-670-1698	If leaving message, please indicate location where bag is required.
Methodist	24/7	Supply Chain: 718-780-3181	If leaving message, please indicate location where bag is required.
Columbia/MSCH	24/7	Supply Chain: 212-305-2852	If leaving message, please indicate location where bag is required.