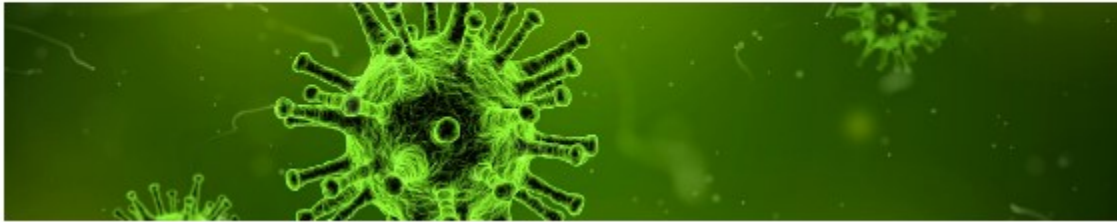


Dela Cruz, Joan B

From: Dela Cruz, Joan B
Sent: Thursday, March 19, 2020 3:35 PM
To: staff.radiology@uth.tmc.edu; faculty.radiology@uth.tmc.edu;
radiology.res@uth.tmc.edu; Radiology.Fellows@uth.tmc.edu
Subject: **DII Updates - Coronavirus**
Importance: High

DII Updates - Coronavirus



March 19, 2020 COVID 19 update

1. Changes with OPID locations effective Saturday, March 21, 2020

Upper Kirby:

- All modalities will continue with increased gaps in the CT, US, and MRI schedules to keep waiting room populations low
- Some(if not all) fluoroscopic guided and ultrasound guided procedures will be canceled
- No procedures will be performed on Saturdays during the COVID 19 event until we are otherwise notified.

Bellaire:

- Ultrasound and x-ray services will be suspended. These procedures will be performed at Upper Kirby.
- CT and MRI will operate as normal with increased gaps between exam times to keep waiting room populations low.

Plaza:

- No Saturday procedures will be performed during the COVID 19 event until we are otherwise notified.
- If Nicks is aware of any other changes, I will let him update you.

2. Social Distancing/Remote Preparedness

Staff

- Effective **Monday, March 23, 2020**, the department will begin operating under the remote preparedness plans.
- We urge everyone to still utilize office numbers first (as calls should be forwarded) but staff cell phone numbers will also be provided in the event of an urgent matter.
- Staff should still be working during their assigned work hours and should be available via email and phone.

Reading Rooms

In the interest of social distancing at work, we are developing a plan to break up our large reading rooms into smaller units during the COVID-19 emergency. Key strategies will include:

- Relocating some radiologists, fellows, or residents to unused single person reading rooms in TMC OPID.
- Temporarily moving some PACS workstations to Faculty offices and other rooms near clinical work areas (Cullen, Jones, Hermann, Sarofim).

Dr. Nicholas Beckmann will tour the department and develop a detailed plan. Please assist him in finding places to spread out the PACS workstations. This is a temporary emergency measure, not a permanent reassignment of offices. Everything will go back to its original location when the emergency is over.

3. Grab 'N Go (RG Grill) will be closed effectively 2 pm today.

We advise on bringing lunch or ordering food delivery.

4. Surface cleaning in reading rooms at MHH TMC

- All reading rooms should have supplies for cleaning desks, chairs, keyboards, mice, microphones and telephones.
- Radiologists should clean their work area at the start of each shift and as needed throughout the shift.
- PLEASE DO NOT USE **alcohol, bleach or other harsh chemicals** on the PACS monitor screens -- the surface coating is easily damaged or smeared -- hand soap or dish soap on a damp towel is safe for the monitors, if they are dirty.
- If cleaning supplies run out, ask the MHH-TMC manager or team leader in your area to obtain refills.
- Save empty hand sanitizer bottles for refilling.

Since this situation is actively evolving, we are urging all individuals to actively view the following links to stay informed:

<https://www.uth.edu/news/covid19>

<https://inside.uth.edu/>

<https://www.utpconnect.com/>

<http://publichealth.harriscountytexas.gov/Resources/2019-Novel-Coronavirus>

If you are **returning** from travel, please call the following number:

- Students should call [Student Health Services](#) at 713-500-5171.
- Employees should contact [Employee Health Services](#) at 713-500-3267

Joan Dela Cruz

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