

Appendix 4: Portable X-ray Process for the SCU

X-ray Process

1. Patient's bed will be positioned in front of the door, looking out while avoiding the clean box area. Sanitize gloves.
2. Prior to entering the patient's room, the X-ray plate will be bagged and securely taped, then placed in an additional clear bag that is NOT taped.
3. Patient's nurse will position the covered X-ray plate with direction from the X-ray technologist in the anteroom; sanitize gloves.
4. Patient's nurse will don lead apron located in the patient's restroom (where it is stored and not to leave the patient room).
5. Once the X-ray has been completed, the nurse will doff the apron and put aside to clean, sanitize gloves, and assist the anteroom nurse with closing the patient's door (if help is needed).
6. Patient's nurse will remove X-ray plate from behind the patient.
7. Patient's nurse will clean the outside bag covering the X-ray plate.
8. Patient's nurse will then walk to the line of the clean box and hold the outside bag to allow the anteroom nurse to remove the X-ray plate from the bag; do not discard outer bag until X-ray has been confirmed. Sanitize gloves.
9. After the X-ray has been confirmed, the patient's nurse will return bed to the original position and monitor the patient for tolerance of the procedure.
10. Sanitize gloves and mop floors, clean apron, store apron in the bathroom, then sanitize gloves.

In the Anteroom:

1. The anteroom nurse will place the donning and helmet carts into the second (unused) patient room or other designated area. Equipment in the anteroom should be moved to allow space for the X-ray machine.
2. The X-ray technologist will don an impervious gown and gloves and move X-ray machine into the anteroom after the arm is covered in plastic wrap. The bagged X-ray plate will be given to the anteroom nurse to give to patient's nurse for positioning behind patient.
3. Once the X-ray plate and machine are positioned, the team should be prepared to take the X-ray. Patient's nurse should be in apron and the anteroom nurse (and physician, if applicable) should move to an adjacent empty patient room immediately after the patient room's door is opened, using door stop by the anteroom nurse.

4. Immediately after the X-ray, the X-ray technologist should alert the anteroom nurse who removes the door stop with assistance from the patient's nurse, if needed. The doorstop should remain in the patient's room if it has touched beyond the clean box in the patient's room.
5. The patient's nurse will hold bag covering X-ray plate while the anteroom nurse holds open and removes the plate.
6. The anteroom nurse will clean the inner bag covering the plate then remove the tape and bag and clean the plate. The plate should be handed to X-ray technologist for additional cleaning while the person in the anteroom sanitizes his/her gloves. The plate is then given to the X-ray supervisor, donned with gloves, to process plate.
7. Once the X-ray is confirmed, the anteroom nurse and X-ray technologist will remove the plastic wrap covering the machine arm, and clean the machine.
8. The X-ray technologist and anteroom nurse will sanitize gloves. The X-ray technologist will doff gown and gloves, sanitize hands, and then don new gloves and move machine out of the anteroom while the anteroom nurse holds the anteroom door open.
9. The anteroom nurse will then replace equipment and set up the anteroom.

Outside the anteroom:

1. The resource nurse will lay 2 heavy-duty chuck pads on the floor immediately outside anteroom, toward lab and autoclave.
2. The resource nurse will obtain 600 mL of water then don gloves and add 300 mL of the disinfectant.
3. The resource nurse will gently pour the mixture onto the chuck pads, creating a large chemical mat*. Repeat if necessary.
4. The resource nurse will lay a third chuck pad. This allows the wheels to roll over the cleaner, then dry off on the last chuck pad.
5. Once the X-ray is complete, the X-ray supervisor will don gloves and obtain X-ray plate for processing. Once confirmed, the person in the anteroom can begin cleaning X-ray machine.
6. Once the machine is cleaned, it will be rolled onto the chemical mats* just outside the anteroom where it will be cleaned again by the resource nurse and X-ray staff.
7. The X-ray technologist will sanitize gloves, then roll machine over dry chuck pad to park machine in hall outside lab. Doff gloves and sanitize hands.
8. The resource nurse will discard chuck pads, doff gloves, and then sanitize hands.

Durable equipment that enters the patient room (including ECG, ventilator, etc.) must be decontaminated per the protocol in Appendix 10.

****Note: Quaternary Ammonium Compound Mat Procedure***

1. *Mats will be changed every day at the beginning of the morning by the 7A-7P nurse.*

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2. *To change, remove tape and discard both tape and mat in the trash.*
3. *Replace mat with the new fabric chuck pad and tape down with 2-inch silk tape.*
4. *Mix 200mL of the quaternary ammonium compound with 400 mL of water and pour on the mat.*
5. *The non-diluted compound can cause the floor to become sticky; if this occurs, use water to dilute the solution on the floor and mop until the floor is no longer sticky.*
6. *Dilute spills of the compound with water as soon as possible, as the quaternary ammonium compound will erode the floors.*