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INFORMATIONAL CIRCULAR NO. 2020-083

TO: All Employees and Medical Staff Members

FROM: Hospital Administrator/CEO

DATE: March 19, 2020

SUBJECT: COVID-19 – EXPOSURE/UPDATE

Hafa Adai!

As your Hospital Administrator, it is my duty and responsibility to ensure a safe working environment for everyone and to enforce the Infection Control Prevention Standards as much as possible. Equally important is my role and obligation to inform you of a recent incident that may have exposed some of you to the COVID-19 virus, especially those who were in direct and close contact with a COVID-19-positive patient.

The incident occurred on the third floor, Medical-Surgical Inpatient Adult Unit wherein the patient was placed in a private room with a closed door. As medical professionals, our actions are primarily dependent and premised on information patients report. It was only when a radiological procedure was completed a few days later that the physician determined the individual may have the COVID-19 virus infection. As soon as we received the information, all appropriate isolation measures were instituted. Although we would have preferred to have the patient immediately placed in isolation, which is the standard protocol for patients suspected of COVID-19 infection, the U.S. Centers for Disease Control and Prevention (CDC) guidelines state that if an isolation room is not available, a known COVID-19 patient can be placed in a private room with a closed door.

While we realize this incident has caused tremendous anxiety and concerns, especially among those of you who were in direct contact with the patient, I ask everyone to please remain calm. As a Registered Nurse (RN) with over 30 years of experience, I understand your apprehensions and distress.

If you haven't already done so, please contact the Employee Health Nurse and the Infection Control Nurse so that you can be processed accordingly.

We have and will continue to take the necessary actions as guided by the Department of Public Health and Social Services (DPHSS), the CDC and all stakeholders. In the meantime, please be aware of your health. No matter your status, stay home if you feel unwell, contact your family physician or our Employee Health Physician if you are exhibiting flu-like symptoms, keep your hands clean, and stay informed of new developments.

I want to also take this opportunity to thank all of you for your bravery, unquestionable commitment, your commendable courage, especially in this epic biological battle. My heart swells with tears of immense gratitude and respect for all of you. I am truly proud to be a part of an amazing and dedicated team who go above and beyond to support each other and the community. From the bottom of my heart, thank you for all you do, for your patience and your resilience.

A handwritten signature in black ink, reading "Lillian Q. Perez-Posadas". The signature is written in a cursive, flowing style.

LILLIAN Q. PEREZ-POSADAS, MN, RN

cc: Board of Trustees
President, Medical Staff
Joint Information Center