Introduction to COVID-19 Revised SOPs and Phase I Re-Start for Radiology MRI Research Core (CAMRIS)

In response to the COVID crisis and PSOM current Phase 1 reopening of limited research CAMRIS will be putting in place the following common procedures/policies in all CAMRIS Imaging Facilities:

These Policies and procedures relating to:

1. COVID Screening
2. Occupancy Level
3. Social Distancing
4. PPE during Subject Session
5. Preparation of Subject
6. Arrival and work flow of subject
7. Cleaning procedures and Buffer time between sessions

1. COVID screening will be part of all involved in the study:
   a) MRI Technologists are part of the HUP Radiology department. These people are screened by self temp and symptom check daily before leaving for work and are also temperature checked upon arriving at work.
   b) Research Coordinator or Staff – University personnel that self temp and system check before leaving for work and are also temp checked upon arriving for work.
   c) Subject/subjects are screened with COVID screening procedure as outlined by HUP within 24 hours of their arrival. This screening occurs remotely (see SOP for details) to reduce density in the scanner facility.
   d) Upon arrival they are temp and symptom checked prior to admission and given a droplet mask.

2. Occupancy totals for the facilities will be limited to or below the 20% occupancy level ordered by the University. This will be accomplished by the core designating a small group of operators. We will also be limiting the number of people within the Investigative group that may accompany research subjects. Caregivers will be urged to leave the subject in the care of the Investigative group if at all practicable. Scanning sessions will be limited to a total of 3 people participating. The subject, Investigator or their designate, and the MRI Technologist.

3. Social Distancing of the suggested 6’ will be maintained whenever practicable. In subject management and positioning situations where it cannot, the MRI Technologist will wear both mask and Face shield during the session. Workflow checks are in place that demand Investigative coordinator to “call” the scanner immediately prior to proceeding to the facility and confirm everything is ready for the session to begin. One hour of time will be left between scans. This is to allow proper and complete cleaning as well as air changes in the MRI room.

4. PPE will be managed based on HUP Clinical standard. All technologists will adhere to the 6’ rule. In cases where they are positioning, assisting, or working inside that 6’ distance the MRI Technologist will wear a droplet mask and face shield. All subject will wear a droplet mask the entire time they are in CAMRIS--This includes scanner time. The small metal forming bar present in the facemask will be removed and mask worn by subject during their time in the MRI unit.
Note: Claustrophobic occurrences due to mask are anticipated but the standard will be No Mask-No Scan.

5. Preparation specific to having an MRI done should in general be taken care of BEFORE subject arrives to allow for an efficient running of the session. This subject preparation in addition to COVID measures listed above. ALL of these should be taken care of PROIR to arrival in department by the Investigative team:
   a) Resolution of any history that could create unsafe MRI is resolved prior to arriving at HUP
   b) Education of the subject to avoid use of make-up, hair spray/gel, hair pieces, jewelry
   c) Wearing of appropriate clothing such as sweat clothes
   d) All neurocognitive testing and preparation for the exam
   e) Vision correction adjustments or fittings
   f) Realistic evaluation of subject for successful completion of exam

6. Arrival and Workflow – All MR Technologists will be wearing droplet mask and faceshield while working with the subjects. It is expected that coordinators will do the same. CAMRIS does not supply PPE items for the Investigators.

   All subjects in Pennchart Radiology will be contacted via text and phone for COVID screening 24 hours in advance of their time. Upon arrival they will be met by Coordinator, HUP screened and accompanied to Dulles or PCAM registration. Upon completion of registration the subject will be placed in NAVICARE location systems. Coordinator will call MRI Technologist and confirm system is ready for session. Coordinator will take subject to MRI scanner.

   All subjects arriving for Stellar Chance Facility that are not scheduled in PennChart Radiology will be contacted by the Investigator and COVID screened within 24 hours of session. Upon arrival subject will be met by Coordinator, HUP screened and proceed to the Stellar Chance facility. Having arrived on 1st or 2nd floor Stellar chance the coordinator will call the MRI Technologist to confirm the system is ready. Coordinator will escort subject to the scanner.

   During the session the coordinator will leave the subject to be scanned by the technologist. In the event that some portion of the session mandates the coordinator be present a 6’ distance will be maintained and/or a mask and face shield implemented.

7. Post session cleaning and buffer time – each scanner is equipped with disinfectant pads that will be used by the technologist to clean all contact surfaces at the end of each imaging session. The MRI Bore in its entirety will be wiped down as will all peripheral equipment used for the study. A 1-hour delay until the following subject will be built into the schedule to allow for proper cleaning and a number or air changes in the room. Surface outside of the MRI room involved in scanning will also be wiped down prior to the next session.
Please refer to our Standard Operating Procedures for more details. If you have any questions, please contact Shannon Long, Associate Director of CAMRIS.

Best,

The CAMRIS Service Center