

Standard Operating Procedure

Paediatric Imaging in Covid-19 Pandemic and Risk Stratification Of Appointments

Refer also to following SOP(s) / Other Imaging Documents:

Refer to Risk Assessment: N/A

Refer to COSHH Assessment: N/A

Location(s): BSUH

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1. INTRODUCTION

Ensuring the safety and best care of patients is our primary concern at all times. Given the impact of Covid-19, a pragmatic approach for the management of all imaging studies is required while it continues to affect our services. The usual diagnostic and treatment pathway will not be sustainable during this time, and imaging requests need to be rationalised to ensure resources are focused on the most clinically appropriate cases.

We have to minimise outpatient attendance to reduce the COVID-19 risk to patients and hospital staff. The risk of infection outweighs the need for outpatient imaging in all but the most urgent cases. In addition, plain film and CT are likely to be vital resources for the respiratory/ITU teams.

This document details the process for cancelling and postponing non-urgent imaging during the Covid-19 pandemic, and risk stratifying those cases that do require urgent imaging.

We know that this strategy will have an impact on patients, but it is driven by the need to keep everyone safe while Covid-19 continues to affect clinical care. The strategy has a number of 'safety nets' to ensure patients who need urgent imaging get it in a timely manner.

Prioritisation of Urgency

- 1 – routine work
- 5 – urgent work, to be appointed within 4 weeks
- 8 – urgent on a cancer pathway, 2 weeks

2. READERSHIP

- All imaging consultants and registrars
- Vetting radiographers
- Bookings team
- Modality leads
- Hospital consultants referring for imaging at BSUH

3. ROLES AND RESPONSIBILITIES

- All paediatric radiology consultants – take responsibility for vetting all scans (see instructions appendix 1) and respond to clinicians when a cancelled scan is contested
- Vetting radiographers refer all paediatric imaging to the vetting referred list for Paediatric Consultant radiologist to triage request for urgency
- Bookings team – liaise with patients, radiology consultants, referring consultants and MDM co-ordinators where appropriate
- Hospital consultants referring for imaging at BSUH – review weekly list of cancelled scans for your patients and rebook any that are required during the Covid-19 crisis.
- Referring clinicians, including GPs, and clinicians in the community review cancellations, reassess patients, rebook any that are required urgently or submit new imaging referral requests if imaging is still required once the Covid crisis is over.

4. EQUIPMENT

CRIS vetting list

5. HAZARDS and SAFETY and RADIATION PROTECTION

This SOP is to minimise unnecessary outpatient attendances to the hospital for the protection of patients, staff and the general population

Any patients cancelled due to Covid 19 Pandemic must be cancelled using the 'hospital covid' CRIS code (see appendix 1 and vetting SOP for instructions)

6. PROCEDURE / SYSTEMS – see summary flow chart appendix 2

Routine imaging - paediatric imaging requests coded 1 (routine) and 5 (to be done in 4 weeks)

- All imaging requests will be reviewed and justified by Paediatric Consultant Radiologist and cancelled under Covid CRIS code.
- Any imaging requests to be done urgently should have their urgency amended from 1, (routine), to 5, (urgent), and comment on CRIS that the imaging is OK to proceed during the Covid pandemic.
- Lists of all cancelled scans to be sent weekly to referring clinicians
- If the referring consultant would like any cancelled patient scanned as urgent- to communicate with radiology for code 8 booking. When rebooked, document in 'event details' that this is agreed

Urgent scans – coded '8'

- All imaging requests will be reviewed and justified by Paediatric Consultant Radiologist
- Only patients on an active cancer pathway should be code 8.
- Radiology consultants to either cancel using Covid CRIS code or continue as urgent 8 and pass request to be booked as soon as possible
- If cancelled, a list of cancelled scans will be sent weekly by email to as above

New requests

- Any scan that clinicians wish to proceed with urgently despite Covid, please state in the free text – 'yes during covid',
- **Only radiology consultant vetted scans will be performed during Covid**

Safety Nets

- Scans cancelled must be cancelled using the 'Covid' CRIS code. A weekly list of patients cancelled will be sent to referring clinicians
- If referring clinicians deem the imaging request should not be cancelled and needs to happen urgently, referring clinician must liaise with the Radiology duty manager and reinstate the request for imaging if required
- Once the Covid crisis is over, if referrers are requesting imaging and wish the imaging request to be reinstated it is advised that the referrer reassess the patient and a new imaging request is submitted clearly stating the reasons for re referral.
- Referrals made in the community either a GP or community paediatrician will receive a letter from the imaging department for each patient that has had the imaging request cancelled.

7. MONITORING & QUALITY CONTROL

Developmental Outcome Measure	Monitoring Outcome Measure	Frequency	Responsibility for performing monitoring	Where is monitoring reported and who will be responsible for progressing and reviewing action

8. DISSEMINATION

Insert hyperlink to Dissemination SOP (once available)

9. REFERENCES

10. APPENDICES / RELATED DOCUMENTS

11. DOCUMENT HISTORY/REVIEW

**Document
Name**

Paediatric Imaging in Covid-19
Pandemic

Current Filename

sop paediatric imaging
during c19 april 2020

<u>Issue</u>	<u>Date</u>	<u>Review Details</u>
1	April 2020	1 st Issue
2		
3		
4		
5		
6		

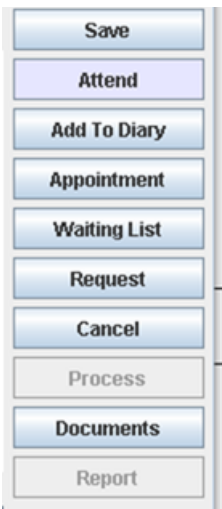
Appendix 1

How to cancel appointments on CRIS

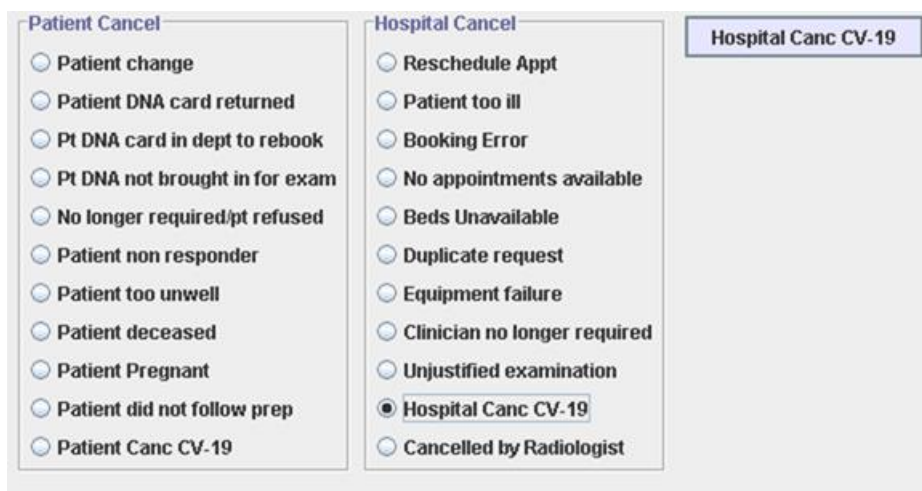
Go to appointments list selecting site room and modality and click list

Select individual patient and review clinical details.

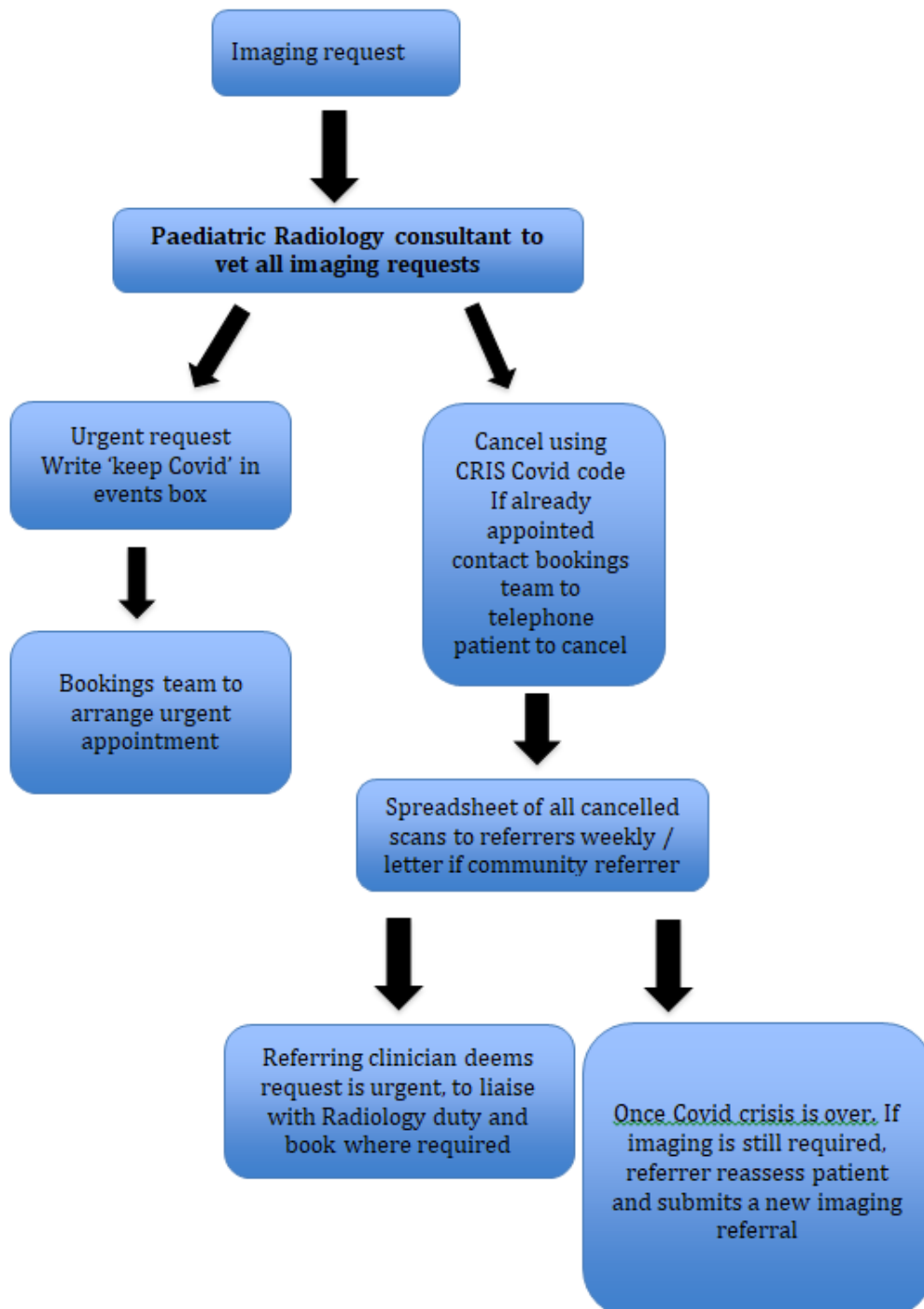
In event details select cancel



Click and then select Hospital Covid Cancel



Appendix 2



Appendix 3

Dear Colleague

Due to the current Covid-19 outbreak we have cancelled all but urgent imaging.

All imaging requests have been vetted by a consultant Paediatric Radiologist. Those requests that are urgent will be booked accordingly. Imaging requests that have been deemed to be able to wait until the Covid-19 outbreak is under control have been cancelled.

Those patients cancelled will not have their imaging appointment reinstated. If routine imaging is required please clinically re-asses your patient once services are no longer being affected by Covid-19 and re submit a new imaging referral form.

Details of the patients you have referred for imaging whose appointments have had to be cancelled are included in this email.

If you feel the imaging request should not be cancelled and needs to happen, please discuss with the Paediatric Duty on call Radiologist: 01273 696955 ext 3152

The decision to follow this process has not been taken lightly and we have spent much time considering the safest and most transparent way to organise it. We understand that it is not without consequence to patients or to you. Our duty is to manage the whole population of patients that require imaging. This can best be achieved by being as responsive as possible to those in need of urgent investigation and imaging diagnosis and protecting those for whom Covid-19 would present the greater clinical risk, by not bringing them to hospital.

Many thanks for your understanding

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