

Team Member Handbook Addendum 2022

Edited October 2021

The following changes to Mountain Medical Teams and clinics are being implemented for the health and safety of our team members, our staff, and our communities. All team members will be required to review all new policies and procedures with their Team Leader and Patti Wagner, FOB Medical Operations Coordinator.

Team Composition

- Teams will have no more than 12 persons.
- Priority will be given to medical professionals and translators. 4-5 medical professionals will be needed for each team, including at least 1 MD to procure prescription level medications and to monitor the health of all team members throughout the week.
- A lead medical professional will be identified for each team. This person will check team temperatures each morning, question team members about symptoms of illness, and monitor adherence to biosecurity measures while at Alfredo's House and during travel.
- Honduran medical professionals and FOB medical staff will be recruited to complete the team, if teams are not able to recruit the needed medical professionals.
- It is highly recommended that adults over 65 or those with pre-existing health issues weigh the risks of travel and participation as a team member with their primary care physician before committing to a team.
- At the present time, young adults under the age of 18 cannot travel as a member of a MMT.

Required Practices at Alfredo's House

- A maximum of two team members will occupy each bedroom at Alfredo's House.
- A buddy system is recommended to ensure that all team members are following biosecurity measures: strict hand washing, social distancing, proper use of PPE (donning and doffing). Training will be provided concerning proper use of PPE.
<https://www.bing.com/videos/search?q=CDC+Donning+and+Doffing+PPE+Video&&view=detail&mid=6D3AC6B852EC12EE65546D3AC6B852EC12EE6554&&FORM=VRDGAR&ru=%2Fvideos%2Fsearch%3Fq%3DCDC%2BDonning%2Band%2BDoffing%2BPPE%2BVideo%26FORM%3DRESTAB>
- Areas of highest risk of exposure to viruses or vector-borne diseases are airplanes and airports, in the communities, and sitting outside at night. Please take the greatest of care in these areas.
- All team members are asked to bring at least five face masks of their choice. Laundry will still be done each day for those who have cloth masks.
- Upon return to Alfredo's House each day, shoes will be removed and left outside. Clothing will be changed from scrubs to personal clothing immediately upon return.
- All team members will have their temperatures taken each morning. ANY signs or symptoms of any illness must immediately be reported to the Team Leader, Team

Physician, Honduran Physician, and Assistant Country Director. UNDER NO CIRCUMSTANCES will someone who is ill or who is deemed to have suspect symptoms by the Team Physician or Honduran Physician be allowed to go out on a clinic day. He/she will be required to remain in his/her room at Alfredo's House. Food and liquids will be provided, and he/she will be monitored by the FOB medical staff at the Barnabas House. If emergent care is needed, the team member will be transported to Hospital Cemesa in San Pedro Sula for treatment.

- We ask that you wear a mask outside of Alfredo's House, as our entire Honduran staff wear one at all times. This is as a measure of respect for the culture's mandates. Within Alfredo's House you may take your mask off, unless more than just the cooks are present in the common area.

Clinic Changes

- All communities will be contacted the week previous to a team visit to inquire about the presence of COVID cases in the community. Community leaders will be in constant assessment of their community members. Any cases will be reported to our Community Health nurses. If cases are reported, the team will be assigned to visit an alternate community. Contact will be made again the evening prior to the scheduled team visit to a community for a final assessment.
- Team members are asked to refrain from interaction with patients who may be at the Barnabas House or at the orphanage behind Alfredo's House. While out in clinics, team members are asked to refrain from close contact not related to clinic activity (i.e blowing bubbles, hugging children, playing with children).
- An EMR will be used in each clinic area. iPads will be assigned to those team members who will need to document their activities. Members of the Honduran staff will be documenting in the EMR in all the support stations (Intake, Vits and Deworming, Eyes, Dental, Measuring). The iPads will be distributed each morning and collected before leaving each community to ensure their safety. They will be charged at lunchtime and each night in preparation for the next day.
- Each patient will have a small patient sheet with their full name and clinic areas where they need to be seen that day will be circled. Each area should be scratched through once that patient has been seen that area. The final clinic area a patient is to see will be indicated with a red dot.
- Stations:
 - Intake-manned will be by two Honduran nurses. More extensive triage will be done. Patients will be sent to well or sick clinic. Patients with COVID-19 like symptoms will be sent to the local COVID-19 triage clinic, local Centro de Salud or hospital. They will not enter our clinic.
 - Measuring-Tape measures will have to be sprayed with ammonia spray between each patient use. Full PPE must be worn by anyone holding a child. Measuring

- station is also asked to take blood pressure readings on all patients over 30 years old.
- Vitamins and Deworming-please wear a mask, shield and gloves if administering deworming medications. Measuring, Deworming and Vitamins will be together at one station.
 - Adult eye-we will only be using the Snellen chart temporarily to decrease close contact exposure situations. Readers and sunglasses will be dispensed. This will be run by a Honduran staff member only.
 - Pediatric eye-Will be run by a Honduran staff member only.
 - Dental-Last clinic area a patient should visit. Full PPE is worn at all times. Fluoride treatments will be done by the dentist as time allows in the Dental Clinic area. Dental will see patients 8 years old and older only.
 - Pharmacy-will need one person designated as a runner between well clinic and pharmacy.
 - Medical-
 - Well clinic-manned by RNs. Mostly education oriented. Will have pre-filled bag of standard medications, then OTC medications on hand to give as the family needs, or age determines. Simple assessments will be done on each child. Mask and face shield are required. Use gown and gloves as needed, but are highly recommended.
 - Sick clinic-patients will be sent here as determined by the intake nurses. Manned by advanced practitioners and very experienced RNs either in ER or ICU nursing. Mask and face shield are required. Use of gown and gloves as needed, but highly recommended.
 - Each provider will have their own iPad to use for documentation.
 - PPE will be worn by all team members. Specifics of what to wear will be determined by the clinic area that the team member is serving in.
 - All stations need to be wiped down between patients with ammonia or disinfection spray.

General Travel Information

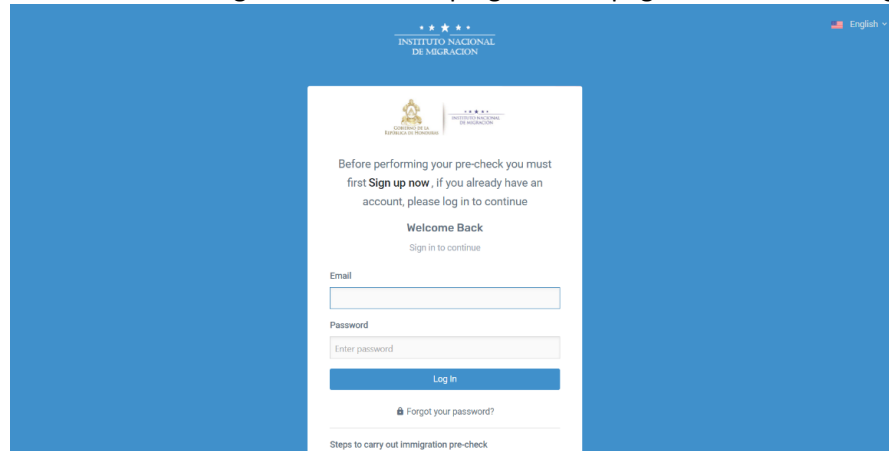
- All teams will travel Saturday to Sunday.
- Customs now requires a special permit for teams to hand carry medication and supplies. The Honduran Department of Finance is also now taxing most items brought into the country. FOB will obtain all necessary permits prior to your travel dates. Team members may not add ANY items to the duffle bags or bring any medications that are not for their personal use. Doing so could jeopardize our approved medications from clearing customs or result in items being seized at customs.

Detailed information about flying, quarantines, etc., is **according to recent travelers into and out of Honduras (as of August 11, 2021). The following information is subject to change.**

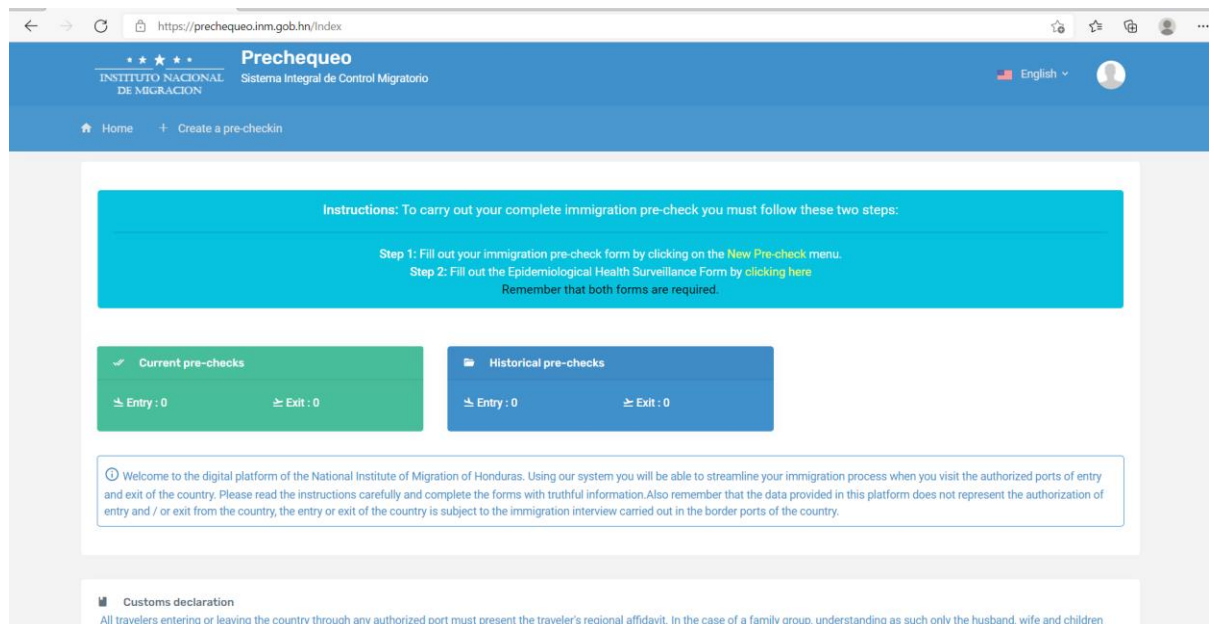
Airlines and Covid–19 Travel to Honduras

- At this time, it is suggested by airlines to arrive 3 hours early for international flights.
- Masks are mandatory on planes and in most airports.
- When checking in for your flight at the international desks, you will need to show:
 - Your passport with at least 6 months validity
 - Original COVID-19 vaccination card
 - Honduran Immigration Precheck print out. *The precheck cannot be done until two days prior to departure.*

- Go to: <https://prechequeo.inm.gob.hn/Login>
- Click on the English tab on the top right of the page to translate to English



- Click on the Sign up now link to create an account.
- Enter your email, name, and create a password.
- Check your email to activate your account, then return to the pre-check website.
- Click on the English Tab and complete steps 1 & 2



- Step 1: Fill out your flight and personal information. Here's an example:

Prechequeo
INSTITUTO NACIONAL DE MIGRACION Sistema Integral de Control Migratorio

Home + Create a pre-checkin

Create your pre-check now Cancel

1 Trip information 2 Personal information 3 Review and confirmation

Origin country: ESTADOS UNIDOS DE NORTE AMERICA | Destination country: HONDURAS | Nationality: UNITED STATES

* Type of transport: AEREO
 * Immigration office: LA MESA
 * Transport company: AMERICAN AIRLINES
 * Flight number:

* Travel date:
 * Travel reason: OTRO
 * Destination Address: Casa de Bernabe Peña Blanca

* Travel time: 0:00
 * Destination State: CORTES
 * Destination City: SAN PEDRO SULA
 * Stay (in days):

Continue

- Step 2: Complete the Epidemiological Health Surveillance Form
- Print your completed pre-check and bring it with you to the airport

Arriving In Honduras

- Masks are mandatory in public.
- Original COVID-19 vaccine record and Immigration Pre-check must be presented at Immigration along with passport.
- One staff member will meet you inside the airport. Non-travelers, for the most part, are not allowed into the airports at this time.

Returning to US from Honduras

- All team members must have a negative COVID-19 test to present at the airline check-in. This can be a rapid antigen test. Arrangements will be made for the entire team to have these done the day before departure.
- Copies of negative COVID-19 test must be provided along with passport at check in.
- Masks are mandatory on planes and in the airports.