

	<b>ACTION (NOT NECESSARILY IN ORDER)</b>
	<b>SUSPECTED CASE:</b> Crew may show symptoms of fever, dry cough, fatigue, aches and pains, nasal congestion, headache, conjunctivitis, sore throat, nausea/vomiting, or diarrhoea loss or change in taste/smell, rash on skin, chills and dizziness. .
	<b>CONFIRMED CASE:</b> When doctor confirms through a written report that crew is infected with Corona virus which may include laboratory testing of clinical specimens.
<b>A.</b>	<b>Initial Actions</b>
<input type="checkbox"/>	Isolate crew immediately in the hospital and the door shall be kept closed
<input type="checkbox"/>	Ensure ventilation system for the hospital is on exhaust mode, and the vent cover is secured open
<input type="checkbox"/>	Put a warning below the vent to keep crew away from it. Tape off the area at least 4 meters from exhaust.
<input type="checkbox"/>	Check hospital alarm is active
<input type="checkbox"/>	Isolate crew members in their cabins in event of multiple suspected cases
<input type="checkbox"/>	Change over aircon to 100% fresh air flow with no re-circulation in the accommodation.
<input type="checkbox"/>	Keep each cabin door air vent closed and open toilet door for exhaust
<input type="checkbox"/>	Inform Company by telephone and email and seek medical advise
<input type="checkbox"/>	Communication with the suspected crew shall be made through walkie talkie or through phone. Suspected crew to alert bridge through the hospital alarm/telephone if required.
<input type="checkbox"/>	Instruct suspected case to wear a medical mask, to follow cough etiquette and practice hand hygiene frequently
<input type="checkbox"/>	All crew informed of the suspected case, to avoid access to hospital and the patients cabin Clean and disinfect suspected case cabin and all common areas and frequently touched surfaces (e.g. door handles, handrails, light switches, phones) frequented by the patient immediately.
<input type="checkbox"/>	No crew should enter the hospital or suspected cases cabins unless it is an emergency. Crew members assigned (limited only to 2 crew considering rest hours) to provide medical care should be appropriately trained and should wear a medical mask, eye protection (goggles or a face shield), a long-sleeved gown and gloves and long boots. Crew entering shall maintain 2 meter distance from suspected case.
<input type="checkbox"/>	A table shall be placed inside hospital for the suspected case to eat food.
<input type="checkbox"/>	Sufficient sanitizers shall be kept inside the hospital

<input type="checkbox"/>	Crew serving food shall keep the food in a basket/ tray on a table or other suitable arrangements kept outside the hospital and shall not enter the hospital. Patient, if possible, should take his dinner tray from the table in the passage. Food should be served through disposable paper plates, cups if available on board.
<input type="checkbox"/>	Snacks like bread, biscuits, tea, coffee and milk as per crew requirements and electric kettle, cups shall be provided in hospital.
<input type="checkbox"/>	Patient shall empty food residues in a garbage can kept inside hospital and wash /sanitize the utensils, health condition permitting.
<input type="checkbox"/>	Laundry of the suspected crew shall be kept in a separate bag and handled with care. Crew assigned to remove laundry shall use disposable gloves and handle them with care. Clothes to be washed using the hottest cycle.
<input type="checkbox"/>	Suspected case shall use the digital thermometer/oximeter and monitor his temperature/oxygen readings twice a day and report symptoms and conditions to the officer in charge.
<input type="checkbox"/>	All garbage from hospital shall be disposed as infectious waste.
<input type="checkbox"/>	All persons on board are considered to have close contacts because of the close living and working conditions. All persons are to be monitored twice a day for temperature and Covid19 symptoms.
<input type="checkbox"/>	Test suspected crew member using Antigen Rapid Test kit .
<input type="checkbox"/>	All crew on board to wear face mask when outside the cabin, practice health hygiene and social distance
<input type="checkbox"/>	Stagger meal / tea timings to maintain social distance.
<b>B.</b>	<b>Subsequent Actions</b>
<input type="checkbox"/>	Inform the agent / port health authority at the next port of call about the suspected case
<input type="checkbox"/>	The Maritime Declaration of Health sent to the port authority in accordance with local requirements at the port of call
<input type="checkbox"/>	Consider medical evacuation (medivac) if required by consulting with relevant authorities
<input type="checkbox"/>	If allowed by the relevant Port Authority, arrange for the disembarkation and transfer of the suspected case to an onshore healthcare facility for further assessment and laboratory testing in cooperation with the health authorities at the port
<input type="checkbox"/>	Any person on board that may have been in close contact with a suspect case should be: <ul style="list-style-type: none"> <li>• Traced immediately after the suspect case is identified;</li> <li>• Asked to remain on board until laboratory results of the suspect case are available; and</li> <li>• Categorised as either contacts with high risk exposure or with low risk exposure.</li> <li>• Temperatures monitored every 6 hours to ascertain if it rises to over 37.5oC</li> </ul>
<input type="checkbox"/>	Crew shall not post anything related to COVID-2019 in social media, this will be treated as violation of Company's Social Media Policy

<b>C.</b>	<b>Confirmed Case</b>
<input type="checkbox"/>	Follow medical advice provided by the Company nominated doctor
<input type="checkbox"/>	The disembarkation and transfer of the suspected case to an onshore healthcare facility for further assessment and laboratory testing should be arranged as soon as possible in cooperation with the health authorities at the port.
<input type="checkbox"/>	During the disembarkation of suspected cases, every effort should be made to minimize the exposure of other persons and environmental contamination and the ship should take the following precautions: <ul style="list-style-type: none"> <li>• Control disembarkation to avoid any contact with other persons on board;</li> <li>• The patient should wear a surgical mask;</li> <li>• Personnel escorting the patient should wear suitable PPE (gloves, impermeable gown, goggles and medical mask).</li> </ul>
<input type="checkbox"/>	Medical facilities, cabins and quarters occupied by patients and close contacts of a confirmed case with COVID-19 disease should be cleaned and disinfected.
<input type="checkbox"/>	Comply with additional guidance provided by Company.
<input type="checkbox"/>	Monitor the health of rest of the crew for next 14 days or as advised by company doctor or concerned authority.

**Note:**

- Company will inform P&I Club and vessel's flag
- The following doctors are available on a 24/7 basis:

**For ships trading internationally:**

Shipmed (contact details as per Section 1: Communications in the Emergency Procedure Manual  
OR

If Shipmed is not available:

The Royal Netherlands Sea Rescue Organization

Radio Medical Service

Phone: +31 223 54 2500

INMARSAT- telex and email:

(Urgent MEDEVAC) 38@rmd.knrm.nl

(Regular MEDICAL) 32@rmd.knrm.nl

(Non-Urgent) 00@rmd.knrm.nl,

e-mails are automatically relayed to the doctor in charge

OR

INTERNATIONAL RADIO MEDICAL CENTRE (C.I.R.M.)

Phone: +39-06-59290263

E-Mail : [telesoccorso@cirm.it](mailto:telesoccorso@cirm.it)