A Laboratory-Confirmed COVID-19 Infection: Flow Chart For Field **Response Activities**

(A) The Respective District Health Office (PKD):

- Activation of the District Operations Room: (Refer to CPRC SOP)
- Establishment of the PHE (Public Health Emergency) Task Force. (Refer to Disaster Management Guidelines)
- To compile, update and analyze the data / information received from the field response activities.
- To input the findings obtained into the database (Annex 16).
- Risk Communication activities.
- To submit reports to JKN:
- a) DAILY report: on daily basis (i.e. by 10:00 am) throughout 2 (two) incubation period from the date of the last laboratory-confirmed COVID-19 case.
- b) FINAL report: to be submitted after completion of 2 (two) incubation period from the date of the last laboratoryconfirmed COVID-19 case.

(B) The Rapid Assessment Team (RAT) & The Rapid Response Team (RRT):

- Consistently apply appropriate infection prevention and control measures (Annex 8)
- To conduct contact tracing and field investigations using
- Refer Annex 12 for management of close contacts. Monitor the symptoms using the format as described in Annex
- To input the findings obtained into the database
- To submit **DAILY** reports to the PKD (i.e. by 9:00 am) throughout 2 (two) incubation period from the date of the last laboratory-confirmed COVID-19, mainly reporting on the status of the close contacts to the case.
- The specimens taken from the close contacts, to be sent to the NPHL Sq. Buloh, Selangor / PHL Kota Kinabalu/Ipoh/Johor Bharu/Kota Bharu;
- To trace results and update the database.
- -Follow up patient status and update in report
- To monitor health status of the personnel using the monitoring format as described in Annex 21.
- Risk Communication activities.

The National Public Health Laboratory (NPHL) Sq. Buloh, Selangor / The Public Health Laboratory (PHL):

- Management of the specimen collected from field investigations.
- To inform the following regarding the lab result obtained:
- The requester (Clinic/hospital)
- The respective District Health Office (PKD), the respective State Health Department (JKN) and the National CPRC. If **POSITIVE** result was obtained from any of the samples:
- IMMEDIATE dissemination of the result to the requester, respective PKD, JKN and the National CPRC.
- Input of the result obtained into the database (Annex 16).
- Consistently apply appropriate infection prevention and control measures (refer Annex 8).
- · To monitor health status of the relevant personnel using the monitoring format as described in Annex 21, until two incubation period (28 days) after the date of last exposure to positive specimens

The Infection Prevention & Control Team / The Public Health Unit (of the Respective Hospital):

- Consistently apply appropriate infection prevention and control measures (refer Annex 8).
- To monitor health status of the relevant personnel using the monitoring format as described in Annex 21.
- Refer Annex 12 for management of personnel who provided care/ handles the relevant specimens while not wearing the recommended PPE.
- To input the findings obtained to the database (refer **Annex 16**)
- To submit **DAILY** reports to the PKD (i.e. by 9:00 am) throughout 2 (two) incubation period from the date of the last laboratory-confirmed COVID-19 case, mainly reporting on the status of the personnel.
- The specimens taken from the personnel, to be sent to the NPHL Sq. Buloh. Selangor / PHL and IMR; respectively.
- To trace results and update the database.

The Respective State Health Department (JKN):

- To verify and validate the information received
- To submit reports to the National CPRC:
- DAILY report: on daily basis (i.e. by 12:00 noon) throughout 2 (two) incubation period from the date of the last laboratoryconfirmed COVID-19
- FINAL report: to be submitted after completion of 2 (two) incubation period from the date of the last laboratory-confirmed

- To conduct and monitor the prevention and control activities centrally.