

Guidance for Cancer Programs During the Coronavirus Outbreak

From Jennie R. Crews, MD, MMM, FACP

Medical Director, *Seattle Cancer Care Alliance Network*; ACCC Past President

- Take social distancing seriously.
- Formulate your policies and procedures now on testing algorithms.
- Establish testing locations such as drive-through screenings.
- Screen all patients at the door so you can isolate symptomatic patients and evaluate for testing.
- Limit visitors and do not allow symptomatic visitors to enter your facility.
- Consider telehealth options.
- Have ready patient education materials available.
- Inventory PPE and test kits to ensure you have a good supply chain.
- Define "out of work" and "return to work" for those who are identified as persons under investigation or anyone who has tested positive.
- Define essential and non-essential personnel at your cancer program so you can determine who can feasibly work from home.
- Create a labor pool from non-essential personnel who may be called in to backup staff in areas that do not require practice licensure.
- Establish Human Resource policies on how you will pay furloughed employees.
- Look at increasing your capacity by moving routine patients out.
- Cancel business travel and consider vacation freezes.
- Examine childcare options, as schools and daycares will close.