



KENYATTA NATIONAL HOSPITAL

SOP/KNH/IPC-EBOLA/002

VERSION: 00

DEPARTMENT: INFECTION PREVENTION & CONTROL

INTERNAL COMMUNICATION CHANNEL FOLLOWING EBOLA SUSPECT IDENTIFICATION



1. Scope

This procedure describes the internal communication channel to be followed after identification of a suspected Ebola case at Kenyatta National Hospital (KNH).

2. Purpose

To activate the Ebola response team, KNH management and other stakeholders without causing anxiety.

3. Terms & Definitions

- 3.1 Ebola case - this refers to suspected and confirmed cases of Ebola
- 3.2 Contact - a person who has been exposed to an Ebola case, their secretions or handled a dead body
- 3.3 Chairperson of the Ebola Disaster Operations Committee - this refers to the DDCS or his appointee who has been chairing the KNH Ebola Disaster Operations Committee (DOC).
- 3.4 A&E team leader doctor - refers to the doctor in-charge of each working shift at KNH A&E department
- 3.5 A&E team - leader nurse - refers to the nurse in-charge of each working shift at KNH A&E department
- 3.6 Ebola response team - the frontline trained personnel who include doctors, nurses, lab technologists, public health officers, farewell home officers and support staff specifically assigned to respond to notices of suspected Ebola cases and manage these patients thereafter.

4. Responsibilities

- 4.1 The Chairperson of the Ebola Disaster Operations Committee (DOC) shall ensure overall co-ordination regarding management of Ebola cases
- 4.2 AD/HOD/HOU and clinical team-leaders have the responsibility of ensuring the communication and implementation of Ebola activities are carried out with minimal public anxiety.

5. Method

- 5.1 All information regarding an Ebola case should be relayed to the referral office 0719510510 at A&E department. Information received through the KNH telephone exchange, from the KNH outpatient clinics, inpatient wards, triage at A&E, and general public should all be relayed to the referral office 0719510510 at A&E department.
- 5.2 The referral office shall inform the A&E team-leader doctor, A&E team-leader nurse and Chairperson of Ebola DOC Dr Monda on 0733754700. If Dr Monda cannot be reached contact Dr Mutie on 0722849337 or Dr Kamuri on 0722955526.
- 5.3 The A&E team-leader doctor shall mobilize the Ebola response team at A&E and communicate to the Chairperson of Ebola DOC Dr Monda on 0733754700. If Dr Monda cannot be reached contact Dr Mutie on 0722849337 or Dr Kamuri on 0722955526.



- 5.4 The A&E team-leader nurse shall inform the hospital nurse covering Rm 108 who will inform the DDNS. After doing this, the A&E team leader nurse shall contact and update the Chairperson of Ebola DOC Dr Monda on 0733754700. If Dr Monda cannot be reached contact Dr Mutie on 0722849337 or Dr Kamuri on 0722955526.
- 5.5 The Chair of the Ebola DOC shall inform KEMRI labs to prepare to receive a packaged specimen for analysis (Dr Rosemary Sang 0722759492 or Victor Ofula 0722899066)
- 5.7 KEMRI/CDC shall verbally relay the laboratory results to the Chairman of the Ebola committee who will communicate to the Ebola response team and other stakeholders. Stakeholders include the Ministry of Health, University of Nairobi, Kenya Medical Training College, CDC, WHO, KEMRI.
- 5.8 KEMRI/CDC shall also send a hard copy of the laboratory results to the Ebola Response Team for inclusion in the patient file.
- 5.9 The Chair of the Ebola DOC shall then inform the following depending on the results of the patient's test:
- the DDCS, DDNS, Head of Security and CEO for coordination of activities. They may be contacted through the hospital telephone exchange
 - the Ministry of Health and other stakeholders for their collaboration. Primary stakeholders include University of Nairobi, Kenya Medical Training College, CDC, WHO, KEMRI, KNH security.

6. References

- 6.1 KNH management protocol
6.2 ISO 9001:2008 QMS requirements

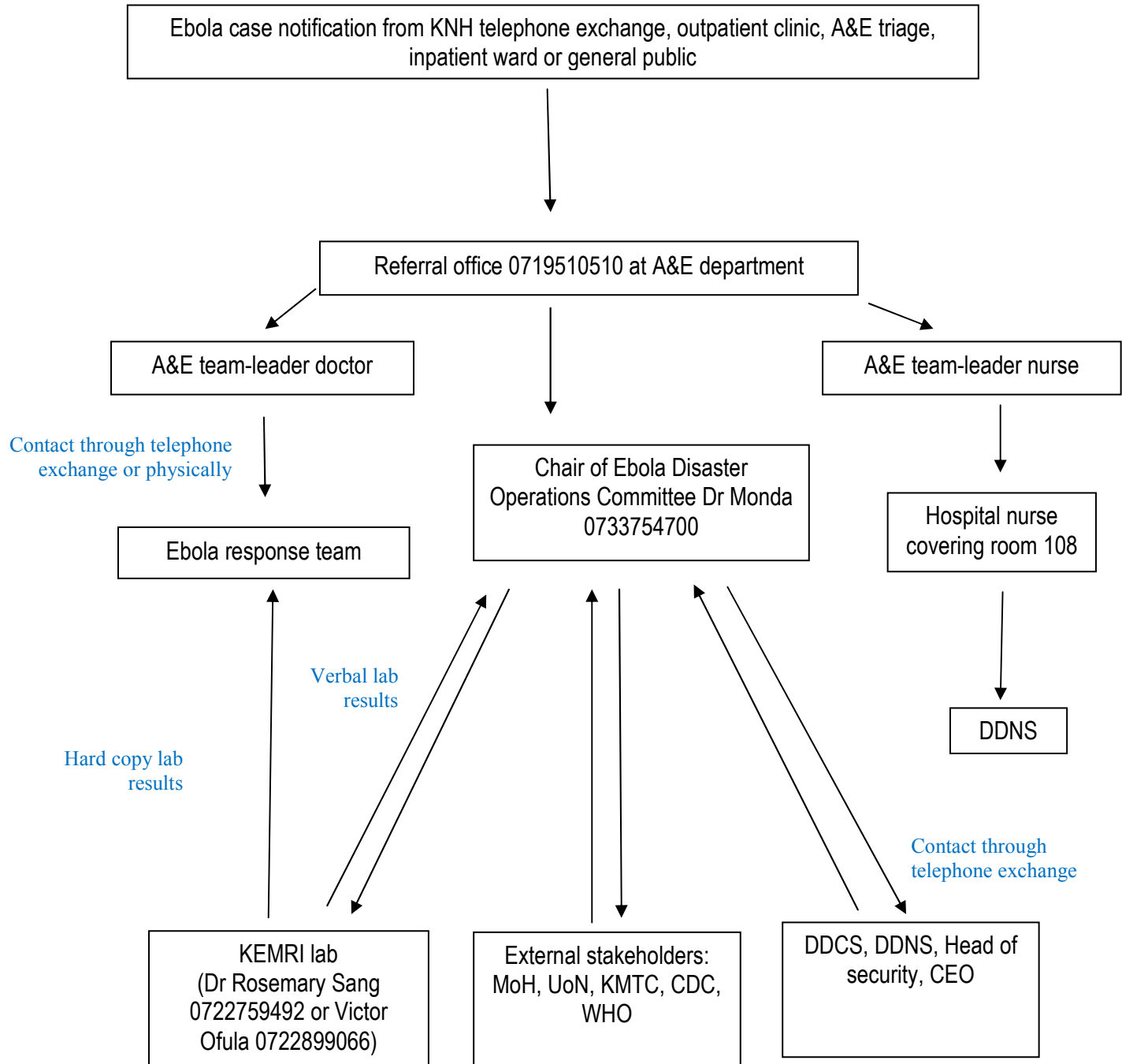
7. Appendix

- 7.1 Internal communication flow-chart following Ebola suspect identification
7.2 Ebola response team members and contacts
7.3 Institutional contacts



7. Appendix

7.1 Internal communication flow-chart following Ebola suspect identification





7.2 Ebola response team members and contacts

Name	Designation	Mobile number
Dr Simon Monda	DDCS and Chair Ebola Disaster Operations Committee, KNH	0733754700
Dr Thomas Mutie	SAD Medicine, KNH	0722849337
Dr Evans Kamuri	HOU, Infection Prevention & Control Unit, KNH	0722955526

7.3 Institutional contacts

Name	Institution	Mobile number
Professor Godfrey Lule	UoN (Head, Unit of Clinical Infectious Disease)	0722338642
Dr Daniel Wako	CDC (Program Director - Risk communications & Emergency response)	0726089321
Dr Simon Monda	KNH (Deputy Director Clinical Services)	0733754700
Mr Victor Ofula	KEMRI (Research Officer, Centre for Virus Research, USAMRU – K)	0722899066
Dr Rosemary Sang	KEMRI (Head, Arbovirology laboratory of the Centre for Virus Research)	0722759492
Mr Kolute	KMTC (Principal, Nairobi campus)	0720727143
Mr Nyamai	KMTC (Deputy Principal, Nairobi campus)	0721271202
Mr Oogo	KMTC (Deputy Principal, Nairobi campus)	0721355118
Dr Shikanga	MOH (Medical Epidemiologist, Division of Disease Surveillance and Response)	0772343341 or 0722343341