

## 2Supplementary Material

### Supplementary Figure I

<div style="background-color: #003366; color: white; padding: 5px; text-align: center;"> <b>Gap Analysis for Hospital acquired COVID</b> </div>				
Please do not use names or initials of staff involved in the incident, in the content of this report				
<b>Gap Analysis for Hospital acquired COVID</b> <small>Use the questions below to help identify any gaps in standards in Coronavirus Care</small>		Incident report reference	Click here to enter text.	
<b>What should have happened</b> <small>Infectious Disease Guidance</small>		What actually happened	<b>Explanation of the gaps in care identified.</b> <small>Did the gaps in care compromise care? Why did the gaps in care occur?                      (Please complete this section if No or not applicable)</small>	*CDP/SDP/PL
1.	Was there a medical review and possibility of COVID documented within the notes? (within 12 hours)	Choose an item.	Click here to enter text.	Choose an item.
2.	Was a surgical mask provided to the patient? (within 1 hour)	Choose an item.	Click here to enter text.	Choose an item.
3.	Was there a discussion with infection control (in hours) or virology (out of hours)? (within 1 hour)	Choose an item.	Click here to enter text.	Choose an item.
4.	Was there closure of their bay? (within 1 hour)	Choose an item.	Click here to enter text.	Choose an item.
5.	Was there Isolation of the patient in a side room (or, if not available, appropriate escalation to bed managers and/or operations team)? (within 2 hours)	Choose an item.	Click here to enter text.	Choose an item.
6.	Was there an appropriate change of PPE for both the patient and their contacts if in a bay? (within 2 hours)	Choose an item.	Click here to enter text.	Choose an item.
7.	Was there a collection of a swab from the patient? (within 2 hours)	Choose an item.	Click here to enter text.	Choose an item.
8.	Was the patient moved to a COVID cohort area when a result became available, if clinically appropriate? (within 12 hours)	Choose an item.	Click here to enter text.	Choose an item.
9.	Were the contacts in bays monitored and isolated for 14 days? (Bay contact should not be moved to another bay / ward unless isolated from other patient's for 14 days from the time that the index case is moved out of the bay)	Choose an item.	Click here to enter text.	Choose an item.
10.	Were the contacts' infection status updated to 'COVID contact' in their electronic health record?	Choose an item.	Click here to enter text.	Choose an item.
11.	Did the patient's bed space receive an appropriate clean prior to their arrival?	Choose an item.	Click here to enter text.	Choose an item.
12.	Did the patient's bed space receive an appropriate clean (if in an open bay) following their move out? (within 2 hours)	Choose an item.	Click here to enter text.	Choose an item.

\*Care Delivery Problem (CDP), Service Delivery Problem (SDP) and Peripheral Learning (PL)

**Supplementary Figure A1: Gap analysis form used to undertake an assessment of care of a patient once diagnosed with SARS CoV-2 infection against 12 pre-specified standards**

**Supplementary Table 1 Gap analysis: adherence to standards**

Standard	Adherence to Standard		
		Number (n = 58)	%
<b>1 Medical review and possibility of COVID-19 documented within 12 hours of symptom onset?</b>	Yes	52	89.7
	No	3	5.2
	Not Applicable	3	5.2
	Not Documented	0	0
<b>2 Surgical mask provided to patient within 1 hour</b>	Yes	0	0
	No	13	22.4
	Not applicable	5	8.6
	Not documented	40	70
<b>3. Infection control/virology discussion within 1 hour</b>	Yes	21	36.2
	No	24	41.4
	Not applicable	3	5.2
	Not documented	10	17.2
<b>4. Bay closure within 1 hour</b>	Yes	15	25.9
	No	7	12.1
	Not applicable	17	29.3
	Not documented	17	29.3
<b>5 Side room isolation within 2 hours</b>	Yes	22	37.9
	No	11	19
	Not applicable	12	20.7
	Not documented	13	22.4
<b>6 Escalation of Personal Protective Equipment precautions for both patient and their contacts (within 2 hours)</b>	Yes	6	10.3
	No	7	12.1
	Not applicable	9	15.5
	Not documented	36	62.1
<b>7 Swab for SARS-CoV-2 PCR collected within 2 hours</b>	Yes	33	56.9
	No	3	5.2
	Not applicable	8	13.8
	Not documented	14	24.1
<b>8 Moved to a COVID-19 cohort area on result within 12 hours</b>	Yes	35	60.3
	No	4	6.9
	Not applicable	16	27.6
	Not documented	3	5.2
<b>9 Contacts monitored and isolated for 14 days?</b>	Yes	9	15.5
	No	1	1.7
	Not applicable	13	22.4
	Not documented	35	60.3
<b>10 Electronic alert 'COVID-19 contact' placed on contacts' notes</b>	Yes	2	3.4
	No	0	0
	Not applicable	17	29.3
	Not documented	39	67.2
<b>11 Bed space appropriately cleaned prior to patient's arrival?</b>	Yes	2	3.4
	No	0	0
	Not applicable	0	0
	Not documented	56	96.6
<b>12 Bed space appropriately cleaned after patient moved ( within 2 hours)</b>	Yes	2	3.4
	No	0	0
	Not applicable	0	0
	Not documented	56	96.6

Yes = documented in the notes as having occurred, No = documented as not having occurred. N/a = not applicable to an individual patient e.g. for standard 5 – patient already in a side room prior to suspicion of COVID. Not documented = no documentation in patient notes. For the purpose of calculating adherence to a standard, the non applicable group were removed.