GOVERNMENT OF RAJASTHAN
OFFICE OF ADDL. CHIEF SECRETARY, MEDICAL, HEALTH & FAMILY WELFARE

No.IDSP/20/300

Jaipur, 22nd March, 2020

All Divisional Commissioner/
All Inspector Generals of Police/
All District Collectors/
All Superintendents of Police/
Rajasthan

Sir/Madam,

As you are aware, vide letter of even number dated 18th March, 2020; it was
decided to establish quarantine centres in all the Districts. While reviewing the
continuously evolving situation, Hon’ble Chief Minister has now decided that in order
to face any eventuality, the State must be ready with at least 1 lac quarantine beds
across the State.

As also directed during the video conferencing held today, you are advised to
immediately identify the number of beds mentioned against the name of the Districts
in the table given below, with adequate facilities as were outlined in the letter of even
number dated 18th March, 2020. For this purpose, hostels of recently closed
educational institutions and other appropriately located buildings can be a potential
source, it is further advised:

<table>
<thead>
<tr>
<th>Name of District</th>
<th>Number of Beds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alwar</td>
<td>3000</td>
</tr>
<tr>
<td>Ajmer</td>
<td>7000</td>
</tr>
<tr>
<td>Banswara</td>
<td>2000</td>
</tr>
<tr>
<td>Baran</td>
<td>1500</td>
</tr>
<tr>
<td>Barmer</td>
<td>2000</td>
</tr>
<tr>
<td>Bharatpur</td>
<td>5000</td>
</tr>
<tr>
<td>Bhilwara</td>
<td>6000</td>
</tr>
<tr>
<td>Bikaner</td>
<td>7000</td>
</tr>
<tr>
<td>Bundi</td>
<td>1500</td>
</tr>
<tr>
<td>Chittor garh</td>
<td>2000</td>
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<tr>
<td>Churu</td>
<td>1500</td>
</tr>
<tr>
<td>Dausa</td>
<td>1500</td>
</tr>
<tr>
<td>Dholpur</td>
<td>1500</td>
</tr>
<tr>
<td>Place</td>
<td>Amount</td>
</tr>
<tr>
<td>---------------</td>
<td>--------</td>
</tr>
<tr>
<td>Dungarpur</td>
<td>1500</td>
</tr>
<tr>
<td>Hanumangarh</td>
<td>2000</td>
</tr>
<tr>
<td>Jaisalmer</td>
<td>1500</td>
</tr>
<tr>
<td>Jalore</td>
<td>1500</td>
</tr>
<tr>
<td>Jaipur</td>
<td>10000</td>
</tr>
<tr>
<td>Jhalawar</td>
<td>2000</td>
</tr>
<tr>
<td>Jhunjhunu</td>
<td>3000</td>
</tr>
<tr>
<td>Jodhpur</td>
<td>7000</td>
</tr>
<tr>
<td>Karauli</td>
<td>1500</td>
</tr>
<tr>
<td>Kota</td>
<td>7000</td>
</tr>
<tr>
<td>Nagaur</td>
<td>4000</td>
</tr>
<tr>
<td>Pali</td>
<td>5000</td>
</tr>
<tr>
<td>Pratapgarh</td>
<td>1500</td>
</tr>
<tr>
<td>Rajsamand</td>
<td>3000</td>
</tr>
<tr>
<td>Sawaimadhupur</td>
<td>7000</td>
</tr>
<tr>
<td>Shree Ganganagar</td>
<td>2000</td>
</tr>
<tr>
<td>Sikar</td>
<td>1500</td>
</tr>
<tr>
<td>Sirohi</td>
<td>2000</td>
</tr>
<tr>
<td>Tonk</td>
<td>5000</td>
</tr>
<tr>
<td>Udaipur</td>
<td>6000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>109500</strong></td>
</tr>
</tbody>
</table>

This information may be provided back to the State Headquarters with the detailed format on an immediate basis.

Yours faithfully,

( Rohit Kumar Singh )
Additional Chief Secretary
Subject: Establishment of Quarantine centers for housing personnel with potential exposure to COVID-19.

On the above cited subject, increasing number of countries reporting Novel Coronavirus Disease (COVID-19), it has been decided to establish quarantine centers for housing personnel with potential exposure to COVID-19. Hence, all districts need to identify quarantine facilities that can house 300-500 people (For Divisional HQ- atleast 500 people and rest Districts – atleast 300 people). Such facilities should fulfill the following:-

- Preferably, it should be located in the outskirts of city areas away from human habitations.
- There should be access control to the facility monitored by security and or CCTV
- Such facility should be well ventilated (without ducted air conditioning) and should have adequate scope for natural lighting.
- Such facility should have functional requirements of individual rooms of dormitory settings of accommodating 5 to 10 beds at 1-2 meters apart with separate washroom facility.
- While planning the facility, space for an administration unit, a clinical examination room/medical station, catering facilities, laundry services and waste management need to be considered. The facility should have access to landline and internet services.
- Required human resources for all the services as mentioned above i.e. doctors, psychiatrists/ psychologists and public health specialists, nurses, administrative staff, catering staff sanitary staff etc. should be identified.
- For smooth administrative functioning an administrator (not below the SDM) should be identified as the nodal officer for each quarantine centre, who will directly report
- All such staff needs to be oriented on COVID-19 and on Infection Prevention and Control Practices including use of PPE Kits, masks, gloves etc.
- Information Education Communication materials should be displayed.
- Dedicated ambulance services should be available on round the clock basis.
- The referral hospital for transferring suspect cases should also be identified.
- The financial requirements to manage the quarantine center will be tied up with MD, NHM.

Kindly ensure to establish quarantine centers as per above norms at your districts. A check list for setting up the quarantine center is attached for your reference.

(Rohit Kumar Singh)
ACS, Medical & Health and Family Welfare Department, Rajasthan, Jaipur.

No: IDSP/20/ 300
Copy for information and necessary action:
1. PS to Hon’ble Health Minister, Government of Rajasthan, Jaipur.
2. PS to Director (PH), DM&HS, Jaipur.
4. All, J.D. Zone, Rajasthan
5. All, CMHO & PMO, Rajasthan.
7. Server Room, Room no 302.
8. Office Copy

Dated: 18.03.20

Director (PH).
Medical & Health Department
Rajasthan, Jaipur
CHECKLIST FOR ESTABLISHING A QUARANTINE CENTER

I. Basic Information:
   1) Name of the Quarantine Centre:
   2) Address:

   3) Officer In charge:
   4) Email address:
   5) Phone Number:
   6) GPS Coordinates:

II. Location of quarantine centre
   7) Located away from the residential area?  
      □ Yes  □ No
   8) Distance to nearby residential area?
   9) Away from an area where gathering expected (Eg: Temples, stadiums, Churches etc):
      □ Yes  □ No

III. Accessibility to the quarantine centre:
   10) How far is it from the nearby airport?
   11) How far is it from the nearest railway station?
   12) How far is the nearest bus station?
   13) Is the road to quarantine centre is free from heavy traffic?
   14) Is the road to quarantine centre is wide enough to have two vehicles at a time?
      □ Yes  □ No
   15) How far is the nearest tertiary care centre?
   16) How far is the nearest District Hospital?

IV. Facilities & basic amenities at quarantine facility:
   17) How many floors are there in the quarantine building?
   18) How many rooms available at the quarantine facility?
   19) How many numbers of beds in each room at quarantine facility?
   20) What is the distance between beds in the quarantine room?

   21) Is there 24*7 supply of electricity at the facility?  
      □ Yes  □ No
   22) Is there 24*7 supply of water at the facility?  
      □ Yes  □ No
   23) Is there air conditioning available?  
      □ Yes  □ No
24) If yes, it is by centralised AC or individual air conditioning in each room?
   i. If individual AC  ? a:  Split b: Window

25) Does window space covers at least 10% of total area?  Γ Yes  Γ No

26) How many windows in each room?

27) Is there exhaust fans in each room?  Γ Yes  Γ No
   i. If Yes, how much air exchange rate expressed in cubic feet per minute (CFM)?

28) Is there drainage facility available in each floor?  Γ Yes  Γ No

29) Is there any separate sewage line from Quarantine areas?

30) Are there separate exit & entry points?  Γ Yes  Γ No

31) Is there availability of 24*7 security services at the quarantine area?

32) Is there any separate door for entry of non-health professionals for housekeeping, catering?
   Γ Yes  Γ No

33) Is there any separate washroom facility for each room at the facility?
   Γ Yes  Γ No

34) If not, how many wash rooms per person/area?

35) Are the floors washable & easily dried?  Γ Yes  Γ No

36) Is the floor mappable?  Γ Yes  Γ No

37) Is there any in-house mess facility available at quarantine area?

38) Is there any separate room/ resting facility for?
   i. Doctors
   ii. Nurses
   iii. Paramedics
   iv. Cleaning staffs

V.  Linen management

39) What is the Frequency of changing linen in Quarantine rooms?

40) Whether disposable of Linen, used?  Γ Yes  Γ No
   i. If No then, How they are disinfecting & cleaning linen?
   ii. How frequently linens changed?

41) Is there any curtains available in the quarantine rooms/wards?  Γ Yes  Γ No
   i. If yes frequency of changing them?
   ii. frequency of disinfecting & cleaning?

42) Is there any policy for disinfecting mattress at quarantine facility?
   Γ Yes  Γ No

43) Is there any written policy for disinfecting beds at quarantine centres?
   Γ Yes  Γ No

Scanned with CamScanner
VI. Infection control practices

45) Is adequate PPE supply available at the quarantine facility?  
   [ ] Yes  [ ] No

46) Is there adequate supply of disinfectants at the centre?  
   [ ] Yes  [ ] No

47) Are the staffs in the facility trained in wearing PPE?  
   [ ] Yes  [ ] No

48) Is there a separate area for donning & doffing PPE?  
   [ ] Yes  [ ] No

49) Is there hand washing facility with soap with dispenser / hand sanitizer available at donning & doffing areas?  
   [ ] Yes  [ ] No

50) If yes, what type of hand rub dispensers are available? (select all applicable answers)
   i. Pocket bottle
   ii. Bottle affixed to trolley/tray
   iii. Bottle affixed to bed
   iv. Wall dispenser
   v. Dispenser located on bedside table/trolley

   [ ] Yes  [ ] No

51) Whether all staff has access to hand rub dispensers?  
   [ ] Yes  [ ] No

52) Are hand rub dispensers replaced when empty?
   i. Always
   ii. Intermittently
   iii. Rarely
   iv. Never
   v. Not applicable

   [ ] Yes  [ ] No

53) Are posters illustrating handwash technique displayed beside each sink?  
   [ ] Yes  [ ] No

54) Is there availability of bleaching solution of different strength available?

<table>
<thead>
<tr>
<th>% of hypochlorite solution</th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>1%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

55) Is there any policy for rodent & pest control management?  
   [ ] Yes  [ ] No

56) If yes, is it being implemented & followed?  
   [ ] Yes  [ ] No

57) Are the staffs trained in infection control practices?  
   [ ] Yes  [ ] No
58) Is there a structured curriculum / training module for Infection Control Practices? 
   - Yes   - No

59) What is the frequency of cleaning of
   i. floors of quarantine rooms/wards
   ii. Bathrooms
   iii. Ambulatory areas
   iv. Resting rooms
   v. What is the frequency of cleaning high touch surfaces like door knobs, bed rails etc?

60) Is there any separate sample collection area? - Yes - No

61) Is there separate thermometer & BP apparatus available at the quarantine centre? 
   - Yes   - No

62) Are there colour coded bags available for BMW management? 
   - Yes   - No

63) Is the waste being segregated and disposed as per protocol? 
   - Yes   - No

64) Are the sharps being disposed as per protocol? 
   - Yes   - No

65) How the food waste is being disposed?

VII. Recreational facilities

66) Is there provision for mobile phone or internet at the facility? - Yes - No

67) Are the mobiles phone disinfected?
   i. If Yes how
   ii. How frequently

68) Is there any recreational room / area available? - Yes - No

69) Is there any provision for Television or Radio at the quarantine facility? 
   - Yes   - No

70) Is there a provision of printed reading materials at the facility? 
   i. If Yes how the materials are disposed off?

VIII. Human resources & logistics

71) Is there a dedicated Infection nurse for the quarantine facility to monitor IPC activities?

72) Is there is rotational shift for doctors/nurses/para-medics?
   i. If Yes, how many shifts?
   ii. Doctors in each shift
   iii. Nurses in each shift
   iv. Cleaning staffs in each shift

73) Is there any pulmonologist/physician available when it is needed? 
   - Yes   - No

74) Is there a phlebotomist/ lab technician available when it is needed?
75) Is there any availability of clinical psychologist in quarantine facility?
   - Yes  - No

IX. SOP & policies
76) Are there any guidelines/in-house SOP for infection control practices?
   - Yes  - No

77) Is there any protocol for limiting the visitors to quarantine area?
    - Yes  - No

78) Is there any written policy for the recreational area?
    - Yes  - No

79) Biomedical waste management guidelines 2016 & amendments 2019 available?
    - Yes  - No

80) Does the quarantine health facility in charge aware of National IPC guidelines for healthcare facilities 2020?
    - Yes  - No

81) Is there any linen policy available?
    - Yes  - No

82) Is there any SOP for working of doctors, nurses & paramedics at quarantine facility?
    - Yes  - No

83) Is there any protocol for disinfecting ambulance after transporting patient to isolation centre?

84) Is there any policy for monitoring health of staffs at quarantine area?

85) Is there enough IEC displayed at the quarantine centre?

X. Transporting Patients to Isolation centre
86) Is there any protocol for transfer of patients to tertiary care/transfer of symptomatic cases to isolation centre?
    - Yes  - No

87) Is there separate ambulance available for transporting patients to isolation centre?
    - Yes  - No

88) Are the ambulance staff trained in wearing PPE & infection control practices?

89) How far is the Isolation facility from the quarantine centre?