

Interim Guidelines for community based Tracing and Management of Contacts for 2019- nCoV

Case

Coronaviruses are a large family of viruses, some causing illness in people and others that circulate among animals, including camels, cats and bats. Rarely, animal coronaviruses can evolve and infect people and then spread between people such as has been seen with [MERS](#) and [SARS](#).

Broad Objectives of the guidance:

- *To establish system for screening of persons in COVID affected districts.* There will be 2 categories:
 - Travellers who have tested positive for nCoV infection
 - Contacts of positive cases
- *To establish In country/ community surveillance* through the Integrated Disease Surveillance Programme network (IDSP) through ILI & SARI Surveillance and epidemiological investigation of unlinked cases in clusters and death.

Contact tracing: the process

Contact tracing is the process of identifying, assessing, and managing people who have been exposed to a disease to prevent onward transmission. People who may have been exposed to 2019-nCoV are to be followed for 28 days from the date of the probable last exposure/arrival from 2019-nCoV affected countries.

Any person who has had contact with a patient under investigation/treatment for suspected, probable or confirmed case of 2019-nCoV (refer WHO case definition) should be carefully monitored for the appearance of symptoms of 2019-nCoV.

Contact is defined as:

Anyone who provided care for the suspect or confirmed case, including a health care worker or family member, or who had other similarly close physical contact;

Anyone who stayed at the same place (e.g. lived with, visited) while the suspect or confirmed case was symptomatic.

Note: This should include health workers (including those involved in cleaning, waste management, laboratory technicians, healthcare workers, etc.)

If symptoms of 2019-nCoV appear within the first 28 days following the contact, the individual should be considered a probable case and reported through IDSP network to NCDC.

IDSP Surveillance and cluster containment plan

1.Objective:

- a. Identification and isolation of persons with infection.
- b. Identification of high-risk contacts for quarantine.
- c. Sanitization of quarantine places for identified positive cases.
- d. Ensurance of surveillance for societies with RWA.
- e. Surveillance and cluster containment measures for Jhuggi localities with low socio-economic localities.

2. Cluster containment:a. Strategies:

- i. House to house survey around 3 kms radius of house of primary positive case for identification of any symptoms / travel history / known contact history for COVID 19.
- ii. All the symptomatic individuals to be screened by physician and if required the sample will be collected from their home or in the designated centre.
- iii. Patients will be sent to the designated centre by ambulance or designated vehicle..
- iv. Collected samples to be sent to the ICMR designated lab for the test.
- v. Till the result of the test received, all should be placed in home quarantine.
- vi. The patients must be sent back by the ambulance or designated vehicle.
- vii. Identification stamps for the home quarantine must be endorsed.
- viii. The case with positive result must be shifted to designated hospital Isolation centre,
- ix. The residence of the positive case should be sanitized.
- x. Survey team must use the PPE as per protocol
- xi. Team will look out for local health care facilities of the area (Private clinic, Moholla clinic etc)
- xii. Team will also look for possible mass gathering places eg. religious place, guest house, hotels etc in the locality.

1. Institutional arrangements:

Each survey team will consist of two members (one from health department and other one from administration)
One such team will cover 100 houses in a day.

There will be one supervisor for every 10 survey teams.

Two physicians and sample collectors will be deputed for 10 survey team

2. Logistics requirement:

Manpower:

Staff of Municipal corporation, Medical Colleges, Hospitals and central government will be deputed for the survey.

Members from local bodies.

Members from Police departments.

Vehicles for movement: Ambulances / designated (Number and entry passes for each vehicle)

PPE: Mask, PPE,

Sanitisers for disinfectants

Forms for data entry, requisition for lab samples etc.

SOP:

Sample collection (If symptoms of COVID-19 (Cough, fever or difficulty in breathing) and have travelled to any of the COVID-19 affected countries during last 14 days or contact of a laboratory confirmed positive case)

Sanitization of home and other places

Use of PPE

Disposal guidelines for PPE & Masks

3. Action Plan:

Steps I

Demarcation of areas for inclusion in cluster containment (perimeter and buffer zones) with the help of district administration.

Development of implementation framework in terms of timeline and resource mobilisation

I. Steps II

a. Formation of District teams for survey, sample collection.

- b. Deployment of supervisors from CGHS, Municipal corporation doctors.
- c. Medical college: Department of PSM, Interns, RRTs (The distribution of Medical Colleges will be fixed as per their geographical location - (Annexure III))
- d. All the central health institutions
- e. Autonomous health institutions.
- f. DGHS, CSU officer/NPO

J. Steps III

- a. Development of Administrative framework:
- b. Municipal corporation worker teams

Municipal corporation officers for supervisory responsibilities

Local ward office and Tehsildar

DM: planning and coordination of all administrative activities and Overall supervision to ensure effective implementation

PS Health will be the overall coordinators for all activities.

Joint Secretary (MoHFW) will be the lead person for any administrative guidance from Central Government.:

iv. Implementation of Action Plan:

- 1. Movement of team.
- 2. Resource mobilisation.
- 3. Survey work.
- 4. Pamphlets distribution
- 5. Distribution of Guidelines for RWA (Annexure I)
- 6. Distribution of Guidelines for JJ (Annexure II)

v. Steps IV

- 1. IEC for community awareness: pamphlets with FAQs
 - a. For informing on suspects (those with symptoms, high risk persons, persons who have travelled to any foreign country during the past 14 days) for self-report.
 - b. Asymptomatic: high risk contacts to be home quarantined or shifted to designated quarantine facilities.

- c. Contact numbers: essential services, ambulance services, financial aspects, social issues and emergencies

Annexure I

Advisory for RWAs in view of COVID-19

As you are aware COVID-19 cases have been reported globally including India since January 2020. COVID-19 usually presents as a mild illness in the majority of the cases and it is only the spread of disease that is a matter of concern for public health. It has been observed that the elderly and those with comorbid conditions are more at risk of severe disease.

Support and cooperation from your side is highly necessary in reducing the transmission of infection in the community.

In this regard, following advisories are being issued to all RWAs which need to be communicated to each member of RWA and implemented upon.

Instructions for RWAs

1. Stop all mass gatherings, eg: prayer meeting, social gatherings, parties, functions etc.
2. Elderly (more than 60 years) to stay indoors strictly.
3. Common areas, railings and surfaces likely to be touched by residents to be cleaned frequently using disinfectant.
4. Lifts are closed spaces and potential source of infection to others.
 - a. RWAs to ensure cleaning of lifts periodically esp. the buttons
 - b. No crowding in the lifts to be allowed.
 - c. People using lift to stand facing away from each other
 - d. People using the lifts to wash their hands with soap and water after usage of lift
5. Ensure household helps, housekeeping staff, security guards, car cleaners and other helps must have free access to soap and water for periodic handwashing.
6. All gymnasiums, including open gymnasiums installed in the parks, sports facilities, club houses, swimming pools, recreational facilities to be closed.

7. People can use walkways, parks and park benches subject to strict maintenance of 1-meter distance with each other.

8. No summer camp or outdoor activities are allowed in their premises.

9. RWAs to check the spread of rumors and misinformation. For clarifications they can contact national helpline number 1075 or 011-23978046 or WhatsApp number +919013151515

10. In case you have any information about any of your resident who has travel history to any foreign country in last 14 days or anyone had contact with confirmed case of COVID-19, please inform health authorities on national helpline number 1075 or 011-23978046 or your State/District helpline number or concerned health official.

11. Details of all the persons who had close contact with a confirmed COVID 19 case in the last 14 days shall be shared with concerned health officials and have to be subjected to home quarantine for observation.

12. In case, any positive case is detected in the locality, '**Containment Plan**' will be put in place for which you are required to cooperate with the health authorities.

13. RWAs and/or identified volunteers to ensure that those who have been advised home quarantine do not venture outside their homes and ensure strict compliance for 14 days. Any breach in home quarantine can lead to unchecked transmission of infection in the locality. The list of those advised home quarantine will be shared with RWAs by the health authorities. In case of breach of home quarantine by the residents please inform national helpline number 1075 or 011-23978046 or concerned health official.

14. However, RWA to provide essential social support to such individuals and should not be stigmatized.

15. Government of India's approved Information, Education & Communication material of COVID-19, hand hygiene, use of masks and respiratory etiquettes will be provided to RWAs in soft copies. RWAs to print the same and display these at prominent places.

Instructions for the Residents

1. Be aware of the health conditions of your neighbor and provide necessary help if required.

2. If you have any travel history to any foreign country in last 14 days or you have been in close contact with confirmed case of COVID-19, inform RWA or concerned health official and follow the following instructions

- a. Subject yourself to home quarantine for 14 days.
- b. If you develop fever, cough, running nose, difficulty in breathing please inform the immediately concerned health official/RWA so that necessary actions can be taken.
- c. You are also advised to share the details of contacts as requested by the health department.

Taking Care of Children

1. Discourage children from playing outside in groups.
2. Sick children should stay at home strictly.
3. Parents are advised to engage children in indoor creative activities.
4. Educate children on cough etiquette, hand hygiene and social distancing to prevent spread of infection.
5. Ensure that children wash their hands with soap and water at frequent intervals and after coming home from outdoors.
6. Instead of sending children to summer camp or outdoor activities which in any case have been closed, it is advised to engage children in online educative/recreative modules of learning.
7. Parents are advised to inform their children on the situation of COVID-19 and importance of preventive measures so that children understand the reason behind the limits imposed on their activities
8. Refrain from unnecessary travel

Taking care of Elderly/Disabled/single occupants

1. All the elderly to stay indoors compulsorily.
2. Identify caregivers in family or link any community volunteer or police to help elderly by providing them essential supplies and keep a watch on general wellbeing esp. for those who are staying alone. Determine who can care for them if their caregiver gets sick.
3. Keep in touch with each other through phones/video calls/emails.

Annexure II

Advisory for JhuggiJhopdi Clusters/Slums in view of COVID-19

Jhuggi-Jhopri” means a small roughly built house or shelter usually made of mud, wood or metal having thatch or tin sheet roof covering. “Slum” means an area consisting of badly built, overcrowded houses, buildings or Jhuggi-Jhopri cluster.

General types of Unplanned Dwelling Units and Population

JhuggiBasti	Encroached on public land
Resettlement Colonies	Incorporated within the expanded city with good shelter consolidation without adequate services
Unauthorised Colonies	Illegal colonies in violation of Master Plans, no clear land title
Notified Slum Areas (Katrass)	Notified under Slum Areas
Urban Village	Notified under Municipal Corporation Act
Homeless and Pavement Dwellers	

The local representatives/ward members and influencers in these areas can ensure following DO's and DON'T'S to prevent the residents from COVID-19 infection.

1. Stop all mass gatherings.
2. Elderly (more than 60 years) to stay indoors.

3. Common areas like toilets, water supply areas, surfaces, likely to be touched by residents to be cleaned frequently using any available disinfectant. Toilets are closed spaces and potential source of infection to others.

- a. Ensure cleaning of toilets frequently.
- b. Prevent crowding around public amenities such as toilets, drinking water sources, ration shops.
- c. People waiting should maintain a distance of 1m and face away from each other and refrain from touching their eyes, nose and mouth

4. Ensure all residents have access to soap and water for frequent hand-washing for at least 20 sec.

5. Anyfamily member working as domestic help in the neighborhood should request exemption from service for a short period of two weeks so as to ensure that neither the employer nor employee acquires and spreads COVID-19. If they are required to go to work, they should practice proper hand washing with soap and water at and after work.

6. Any recreational facility to be closed to avoid gathering.

7. People can use neighbourhood parks subject to strict maintenance of 1-meter distance.

8. No outdoor activities are to be allowed.

9. Local leaders need to check the spread of rumours and misinformation. For clarifications they can contact national helpline number 1075 or 011-23978046 or WhatsApp number 9013151515. Unverified/fake messages received on social media are not to be shared with the others. Only information received from authentic/official sources are to be believed and circulated.

10. In case any positive case is detected in the locality, 'Containment Plan' will be put in place for which you are required to cooperate with the health authorities.

11. Identified volunteers to ensure that those who have been advised to follow home quarantine do not venture outside their homes and ensure home quarantine for designated time. Any breach in home quarantine can lead to unchecked transmission of infection in the locality. The list of those advised home quarantine will be shared with local representatives/ward members by the health authorities. In case of breach of home quarantine by the residents please inform national helpline number 1075 or 011-23978046 or Whatsapp number 9013151515.

12. Government of India's approved Information, Education & Communication material of COVID-19, hand hygiene and respiratory etiquettes will be provided to local

representatives/ward members in hard copies. Local representatives/ward members to ensure their display at prominent places.

13. Local informal health service providers are encouraged to report any suspect case of COVID-19.

Instructions for the Residents of JJ clusters/slums:

If you have any contact with a confirmed case of COVID-19, then you need to follow the following instructions

1. Subject yourself to home quarantine for 14 days.
2. If you develop fever, cough, running nose, difficulty in breathing please call immediately on local representatives/ward members and or identified volunteers and national helpline number 1075 or 011-23978096 or Whatsapp number 9013151515, for further assistance as regards to testing, medical care which will be provided by Health department, FREE OF COST, at identified hospitals, patient will be transported using ambulance services.
3. Details of all the persons who had close contact with the suspected case shall be shared with concerned health officials and have to be subjected to home quarantine for observation.

Taking Care of Children

1. Discourage children from playing outside in groups.
2. Parents are advised to engage kids in indoor activities.
3. Educate kids on cough etiquette, hand hygiene and social distancing to spread of infection.
4. Parents should ensure that children wash hands with soap and water frequently and after coming back home from outside.
5. Parents/caregivers are advised to counsel their children on COVID-19 and the importance of preventive measures so that they understand the reasons for restrictions on their activities.

Support and cooperation from your side is highly necessary as this would reduce the transmission of COVID-19 infection in the community.