

Martinos Center for Biomedical Imaging
Guidelines for
Preclinical Imaging Safety in Response to COVID-19

July 9, 2020

HIGHLIGHTS

Guidelines will change, read them in their entirety and review for changes frequently

Current Guidelines can be found on the Martinos website and hard copies are in each of the scanning bays

Staff will attest to having read these guidelines when scheduling scan time

PI must have a Work Plan approved by their Department

Onsite staff must have completed the one-time Onsite Research Attestation

Onsite staff must complete the Daily Symptom Attestation – “Covid Pass”

Staff don fresh masks upon arrival to be worn continuously

Staff frequently sanitize hands: whenever touching own mask/face, pre/post eating and post using bathroom

Shared/frequently touched surfaces/equipment must be disinfected after use

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PURPOSE:

To describe safety precautions to be taken during preclinical imaging to prevent the spread of COVID-19

DESIGNATED AREAS:

All preclinical scanners

LEVEL OF PERSONNEL:

- Study Staff
- Martinus Core Staff

POLICY STATEMENT:

- These guidelines will be in accordance with guidelines issued by MGH
- This document is subject to change

CRITICAL ELEMENTS:

- The spread of COVID-19 is reduced by using appropriate PPE, social distancing, limiting close-proximity interactions and sanitizing equipment/surfaces. These measures must be taken to reduce the spread of COVID-19 during preclinical imaging procedures
- All users will attest to having read these guidelines when scheduling scan time
- Face masks will be worn at all times by all staff per MGH protocol

PROCEDURE:

- Requests for gradient coil scanner configuration changes must be made at least one day in advance. Only 1 gradient configuration per day will be

- allowed. If required, gradients will be swapped in the morning prior to arrival of user.
- Scans will be scheduled no less than 15 minutes apart to allow for adequate cleaning and to avoid group gatherings and intermingling
 - **Maximum occupancy** for preclinical spaces, including scanner and surgery spaces, is **three people**.
 - One person in the surgery room
 - Two people at the scanner console and setting up
 - For animal procedures requiring masks, staff will temporarily store their MGH issued mask in a paper bag for the duration of the procedure. After the procedure is completed, staff will re-don their MGB issued mask.
 - Staff will sanitize hands after removing and before and after re-donning surgical masks
 - Gloves will be worn for contact with blood/bodily fluids only. Gloves are not to be worn continuously.
 - Hand hygiene must be performed before and after using shared computers/devices.
 - All laboratory equipment, common surfaces, and high-touch areas must be cleaned before and after use. This includes but is not limited to: keyboard, mouse, door handles, light switches, counters and animal cradles. All plastic components, including coils and scanner bore will be cleaned with approved disinfectant
 - New users must be trained
 - Staff will close doors to the magnet and the control rooms after cleaning is completed

EQUIPMENT:

- Surgical Masks
- Cleaning supplies:
 - Sani cloths
 - Virex

- Approved disinfectant

DEFINITIONS:

- COVID-19: Coronavirus Disease of 2019
- SOP: Standard of Procedure
- MGB: Mass General Brigham
- PPE: Personal Protective Equipment
- MGH: Mass General Hospital
- 3M: Minnesota Mining and Manufacturing

REFERENCES:

MGH Guidance and Policies for Return to Onsite Research

REVISION DETAIL:

Version 2 approved by: Martinos Safety Committee July 9, 2020