

OFFICE OF PR. SECRETARY- CUM- DIVISIONAL COMMISSIONER  
GOVT. OF NCT OF DELHI, DEPARTMENT OF REVENUE  
(DELHI DISASTER MANAGEMENT AUTHORITY)

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F. No.1(461)/DDMA(HQ)/Misc/Covid-19/CDNo.087600976/ 800-813 Date:-25.06.2020

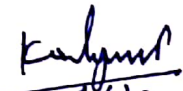
**MINUTES OF THE MEETING OF DELHI DISASTER MANAGEMENT AUTHORITY  
(DDMA) HELD THROUGH VIDEO CONFERENCING ON 25.06.2020 AT 5.30 PM  
UNDER THE CHAIRMANSHIP OF HON'BLE LT. GOVERNOR/ CHAIRPERSON,  
DDMA.**

1. The DDMA meeting was held in pursuance of the guidance given by the Hon'ble Home Minister in the meeting held on 21.06.2020 and detailed communication of MHA dated 22.06.2020 to put in place a robust mechanism for surveillance and to provide timely care to the Covid positive patients with minimum inconvenience to the public.
2. At the outset, Chairperson welcomed the participants. Thereafter, the Principal Secretary (Revenue)/Member Secretary, DDMA briefed the participants about the agenda for the meeting. The members deliberated upon the agenda items.
3. The agenda items No.1 i.e. management of Covid-19 patients was considered and unanimously approved as under:

"It was resolved that with a view to ensure that further spread of Covid-19 infections in the community is prevented and inconvenience to the public is also minimized, a modified SOP was adopted". A copy of the modified SOP adopted is attached herewith.

4. The agenda item No.2 was considered and order No.F.2/07/2020/S-I/237 dated 22.06.2020 issued by Chief Secretary Delhi/Chairperson, SEC, DDMA directing further ramping up Covid-19 testing system was ratified.

Meeting ended with the thanks to the Chair.

  
25/6/2020

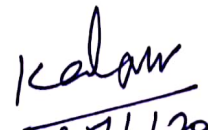
**K S MEENA, IAS )  
SPL CEO (DISASTER MANAGEMENT)**

F. No.1(461)/DDMA(HQ)/Misc/Covid-19/CDNo.087600976/ 800-813 Date:-25.06.2020

Copy to:-

1. The Secretary to Hon'ble Lt. Governor, Raj Niwas, Delhi-110054, for kind information to Hon'ble Lt. Governor.

2. The Addl. Secretary to the Hon'ble Chief Minister, Delhi Sectt., I.P. Estate, Delhi, for kind information of Hon'ble Chief Minister.
3. The Secretary to the Hon'ble Deputy Chief Minister/Hon'ble Minister of Health, Govt. of NCT of Delhi.
4. The Secretary to Hon'ble Minister of Revenue, GNCT of Delhi, for kind information to Hon'ble Minister.
5. The OSD to the Chief Secretary, GNCT of Delhi, I.P. Estate, Delhi Sectt., Delhi, for kind information to Chief Secretary.
6. The General Officer Commanding (HQ), Delhi Cantt. Area, Delhi.
7. Pr. Secretary (Home), 5<sup>th</sup> Level, C-Wing, Delhi Secretariat, I.P. Estate, Delhi.
8. Commissioner of Police, Delhi Police, Headquarter, I.P. Estate, Delhi.
9. Joint Secretary (Disaster Management), Ministry of Home Affairs, Govt. of India.
10. The Director, Local Bodies, UD Department, 9<sup>th</sup> Level, Delhi Secretariat, I.P. Delhi.
11. Pr. Secretary (Health), Health & Family Welfare Deptt, GNCT of Delhi
12. Pr. Secretary (Revenue) cum Divisional Commissioner, GNCT of Delhi.
13. Secretary (Health) GNCT of Delhi.
14. CEO, Disaster Management, Delhi .

  
25/6/2020  
( K S MEENA, IAS )  
SPL CEO (DISASTER MANAGEMENT)

## SOPs for management of patients who have tested COVID-19 positive

As on date, testing of COVID-19 is being done by two methods:

1. Rapid test for COVID-19 antigen
2. RT-PCR test

- Rapid Test

In Rapid test, the patient reporting for COVID-19 test waits for the test report which is made available within half an hour of the test. All cases who test positive by this method will be examined by the Medical Officer on duty at the testing site to assess the severity of illness i.e. pre-symptomatic/asymptomatic/mild/moderate or severe. The assessment made by the Medical Officer on site shall effectively constitute an assessment made at the COVID Care Centre.

As per guidelines, pre-symptomatic/asymptomatic patients unless they have co-morbid conditions can be placed under home isolation if they have a residence of two rooms or a separate room and a separate toilet for the patient. The patient will be provided with a pulse oximeter by the Medical Officer at testing centre. The patient is explained the use of pulse oximeter by the Medical Officer. Other protocols for home isolation will be explained to him.

District Surveillance Officer will be informed about the eligibility for home isolation who will arrange for a home visit by the Home Isolation Team as per existing protocol (copy attached).

- Mild or Presymptomatic cases who do not have facility for a separate room and toilet will be transferred to a Covid Care Centre.
- All cases of moderate/severe illness will be transferred to hospital.
- All cases of mild symptoms with co-morbid conditions (i.e. diabetes/hypertension/immune compromised individuals etc.) will be shifted to Covid Health Centres or hospitals.

Patients on home isolation will be discharged from treatment as per discharge policy of Ministry of Health & Family Welfare, Government of India, which mandates discharge from Home Isolation after 10 days.

- RT-PCR Test

As per existing practice, districts receive reports on ICMR Portal for the cases who have tested positive. Also the district wise details of positive patients as mapped by GSDL team is shared electronically by a State Nodal Officer with the realigned districts as per actual. The team of DSO will contact these patients telephonically to assess the category of illness.

For cases who need to be shifted to Hospitals/Covid Health Centres will be transferred by the Ambulances.

The patient shall be allowed home isolation if, as per the assessment of Home Isolation team sent by the District Surveillance Officer the patient is mild/pre-symptomatic/asymptomatic (unless he/she has co-morbid condition) and has a residence of two rooms or a separate room and a separate toilet for the patient. He will be provided a contact number for any consultation required by him along with details of CATS Ambulance call number for transfer to hospital in case symptoms develop.

If the said patient has moderate/severe symptoms with co-morbidities, he shall be transferred to the CCC/CHC/Hospital. In case his residence is not found to be fit for home isolation by the said team, the patient will be admitted to COVID Care Centre (CCC) for isolation as per MoHFW guidelines.

- Follow up Process

As a follow up process, the home isolated cases will be called telephonically by a team (outsourced/from linked health centre/medical students from various medical colleges) for next 09 days. The patient record will be maintained as per following details:

[illegible]

Patients on home isolation will be discharged from treatment as per discharge policy of Ministry of Health & Family Welfare, Government of India, which mandates discharge from Home Isolation after 10 days.

- **Contact tracing**

A dedicated team of callers to be provided for contact tracing. This team will record details of the people who were in contact with the COVID-19 positive case since the onset of symptoms. Following details will be captured:

Name of the patient	No. of the contact	Contact number	If contact number is not available then address of the contact

The patient will also be asked for contact who could be the source of infection for him in the last 7-10 days.