

## Mental Health Commission

### COVID-19 Notification Process

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Thursday, 01 October 2020

The Mental Health Commission's Standards & Quality Assurance team continues to monitor the progression of COVID-19 in residential mental health services, both approved centres and community residences. In order to enable us to do so, this memo reiterates the current COVID-19 notification process which residential mental health services should follow.

#### COVID-19 Case Notification

As per previous communications, please be reminded that the Commission must be notified of any **suspected or confirmed staff or resident cases** of COVID-19. An email notification should be sent to [compliance@mhcirl.ie](mailto:compliance@mhcirl.ie).

It is essential that this email communication clearly identifies the name of the approved centre or community residence to which a suspected or confirmed case relates.

A member of the Standards & Quality Assurance team will contact the service in the same week for more detail about the case, any delays in testing, and access to PPE. Should a test result be received in the interim, we would ask that a follow-up email be sent. Should a 'not detected' result be received, this will mean that a monitoring call is not required.

To facilitate this process, we would invite you to carefully consider the notes section of the COVID-19 Monitoring Questionnaire at Appendix II overleaf. This questionnaire is used to support the Standards & Quality Assurance Team in their contacts with services.

A number of important matters are clarified in the notes section. In particular, it makes clear that for the purposes of the Commission's monitoring, suspected cases are based on **symptoms**. It also makes clear that the current number of confirmed and suspected resident cases includes residents who are subsequently transferred to another service for treatment.

We would ask that services continue to notify the Commission of any emerging issues being experienced on the ground. We will continue to escalate these matters as appropriate.

We continue to wish you and all residents, patients and staff well during these challenging times.

Yours sincerely,



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Ms Elena Hamilton  
Interim Director of Standards and Quality Assurance

Appendix I: Contact Details

Elena Hamilton, Interim Director of Standards and Quality Assurance: e: [elena.hamilton@mhcirl.ie](mailto:elena.hamilton@mhcirl.ie) t: 087 451 2957

Susan Finnerty, Inspector of Mental Health Services: e: [susan.finnerty@mhcirl.ie](mailto:susan.finnerty@mhcirl.ie) t: 087 244 4575

If you have a general query relating to the inspections please email [inspectorateadmin@mhcirl.ie](mailto:inspectorateadmin@mhcirl.ie). For all other general queries, please email [compliance@mhcirl.ie](mailto:compliance@mhcirl.ie).

Appendix II: COVID-19 Monitoring Questionnaire

Ref	Question	Response	Status	Notes
1	Current number <b>confirmed</b> cases RESIDENTS?		<i>Mandatory</i>	This includes residents subsequently transferred
1a	Recovered RESIDENTS?		<i>Optional</i>	
1b	<u>Total</u> <b>confirmed</b> cases RESIDENTS?		<i>Mandatory</i>	This includes residents deemed COVID recovered. i.e. the total comprises all residents currently COVID-19 positive, and all residents deemed COVID-recovered
2	Current number <b>suspected</b> cases RESIDENTS?		<i>Mandatory</i>	This includes residents subsequently transferred. This is suspected based on symptoms (i.e. not close contact)
3	Location of residents?		<i>Mandatory</i>	Are they in the facility? Where in the facility?
4	Current number <b>confirmed</b> cases STAFF?		<i>Mandatory</i>	
4a	Recovered STAFF?		<i>Optional</i>	
4b	<u>Total</u> <b>confirmed</b> cases STAFF?		<i>Mandatory</i>	This includes staff deemed COVID recovered. i.e. the total figure comprises all staff currently COVID-19 positive, and all staff deemed COVID-recovered
5	Current number <b>suspected</b> cases STAFF?		<i>Mandatory</i>	This is suspected based on symptoms (i.e. not close contact)
5a	Is staff testing completed/planned?		<i>Optional</i>	As per public health guidance
6	Current number staff self-isolating/not at work		<i>Optional</i>	All staff currently absent/not at work - this should inform whether or not there is a current risk around staffing.

7	Current access to PPE?		<i>Mandatory</i>	Do they have current stock? Do they have defined access?
8	Any delays in test results?		<i>Mandatory</i>	If yes, have delays been escalated?
9	Additional information re survey?		<i>Optional</i>	Any additional information they didn't have to hand last time
10	Any other concerns or issues?		<i>Optional</i>	