CovidCollab Local Site Protocol

Please consider any newly admitted patient with suspected Covid-19 in the CovidCollab study. Inclusion/exclusion criteria are detailed below:

Inclusion criteria

• Aged 18 years and over

• Unscheduled admission to hospital

• Suspected or confirmed Covid-19 infection

Exclusion criteria

• Patient has specifically expressed a wish to dissent from use of their anonymised data

• Patient discharged from the emergency department for community management

If you identify any patient where Covid-19 was suspected at the point of admission, please follow the steps described:

1. If patient is identified prospectively, please ensure Clinical Frailty Scale, delirium status, and Resuscitation decisions are documented in medical notes (this should be routine care for all patients)
2. Add name and local site identifier to Excel spreadsheet saved under common drive entitled “CovidCollab” local dataset (C:>Doctors folder) *(if no shared drive is available then an alternative might be to code on paper alongside paper templates).*
3. Either
	1. a. Add all details under new REDCap entry OR
	2. b. Complete paper form and file in CovidCollab file located in Doctors’ Office in Acute Medical Unit
4. Confirm on spreadsheet if data has been uploaded to REDCap and/or if paper form has been completed and filed – when data is uploaded to REDCap please ensure this is updated and REDCap ID added to spreadsheet
5. Add your details to the collaborators spreadsheet (sheet 2 on the same file), including an email address you expect to be able to access for at least the next year
6. If you are involved in the care of a patient who is discharged or passes away, please also ensure details are updated on REDCap or data collection forms where practical to do so

Site redcap login for site:

Login: xxxxx

Password: xxxxxx

If you have any further questions then please contact [Insert lead investigator] via [insert email or other method].