

COVID-19 Guidelines for Amtryke Evaluations

Locations still under “stay-at-home”¹ orders OR to assess a rider who is “high risk”² or rider with a family member that is considered to be “high risk”: → **Complete a Virtual Evaluation**

Virtual Evaluation Process

- a. What you will need:
 - i. Online video/audio app or platform that is available to the family: Facetime, Skype, Zoom, Google Meet-ups etc
 - ii. Flexible tape measure (if available), standard tape measure will work if flexible tape measure not available

- b. Steps to complete Virtual Evaluation
 - i. Send family the following items via email or text at least 24 hours prior to the evaluation to allow them to prepare
 1. “How to Prepare for a Virtual Amtryke Evaluation” document
 2. Official Amtryke Request and Waiver Forms (instructions will be on “How to Prepare....” document)
 - ii. Schedule based on availability of evaluating therapist and family
 - iii. Complete evaluation with rider and family
 - iv. Fill out Official Assessment and Selection Forms
 - v. Submit completed forms to appropriate location via mail or email (per chapter requirements) for local or national Wish List

For locations where “stay-at-home” have been lifted orders OR the rider who is not “high risk” nor does he or she live with or have close contact with a someone that is considered to be “high risk” : → **Complete an In-Person Evaluation Using the following Guidelines:**

In-Person Evaluation Process

1. Complete a screening prior to scheduling via phone or text:
 - a. *Have you, the rider, or anyone you’ve been in close contact (within 6 ft for a minimum of 10 minutes) experienced flu-like symptoms, fever, cough, or shortness of breath in the last 14 days³?*
 - i. **If yes- you must complete the evaluation virtually (see above) or wait to schedule an in-person evaluation when the answer to this question is no**
 - ii. If no- proceed with scheduling an in-person evaluation
 1. When scheduling:

- a. Send family the following items via email or text at least 24 hours prior to the evaluation to allow them to prepare
 - i. "How to Prepare for an In-Person Amtryke Evaluation" document
 - ii. Official Amtryke Request and Waiver Forms (instructions will be on "How to Prepare..." document)
 - iii. If possible have them take a picture of the completed copy and email it to you prior to the evaluation and then mail it to the appropriate destination for official chapter/National record keeping
 - iv. If the above is not possible, provide a sheet protector for them to put it into when they arrive at check-in, have door monitor wipe down sheet protector
 - b. Review social distancing protocols and that if they arrive early they should remain in their cars until their scheduled time
 - c. If you have adequate space (see below for space requirements) and have scheduled more than one family at a time, be sure you have a "door monitor" at a table set up at the entrance with 6ft social distance markers on the floor if a line forms
2. On the morning of the evaluation, re-screen prior to the scheduled time via text or phone call
- a. Reschedule or complete evaluation virtually if answer to symptom check has changed to "yes"
 - b. Screen yourself/evaluating therapist and mechanic in the same way
3. Prepare yourself and other volunteers
- a. Wear appropriate face covering⁶
 - b. Best case scenario is a surgical mask* tested for droplet precautions- most likely these will not be available in large supply in the near future due to high demand for essential providers **N95 masks are not necessary if all screening has been done properly
 - i. A cloth mask* with an insert for a filter is next best
 - ii. A cloth mask* without an insert is acceptable if the above are not available

*Masks like these protect others from you in the case that you happen to be an asymptomatic carrier or have been unknowingly exposed and you have not yet become symptomatic

- c. Wash your hands BEFORE the evaluation and any time AFTER you've touched your face, and then again AFTER the evaluation
 - i. Soap and water for at least 20 sec OR hand sanitizer that is at least 60% alcohol⁴
4. Prepare the evaluation area
- a. Recommend working outside (provide shade if able) or in a well ventilated indoor area to allow for adequate air circulation
 - b. Gather: retractable tape measure, pen, assessment form and clipboard, tools for adjustments, hand sanitizer, cleaning reagents (sprays and paper towels, wipes etc), plastic wrap, packing tape, garbage can with a lid, trash bags
 - c. Set-up evaluation space: Ensure that you have adequate space to maintain social distancing from the caregiver and rider as much as possible. This will require a minimum of 6 ft on beyond the "working space" around the Amtryke (working space = ~3 ft beyond the width and length of the Amtryke)
 - i. Recommended space allocation is a minimum of 8.5' wide x 14' long given that the 1420xl with a rear start (Amtryke with the largest footprint) is approximately 29"x96" or 2.5' x8' - if you have adequate space (like a gym or parking lot) recommend marking off each space with tape or cones as needed
 - d. Provide two chairs (metal or plastic with no cloth covering recommended) one that can be used for measurement purposes and one for the caregiver
 - e. Prepare the Amtrykes that are going to be test-ridden
 - i. Wash hands with soap and water for 20 sec or use hand sanitizer
 - ii. Disinfect all metal, plastic and vinyl surfaces of the Amtryke, chairs, measuring tape, pen, clipboard and tools with an approved cleaning reagent⁵ spray or wipe and allow to air dry for appropriate length of time based on specific reagent label
 - iii. Dispose of any used paper towels and cleaning wipes into a trash with lid
 - iv. Wipe down and then cover the handle bar foam in plastic wrap and secure with packing tape⁷
 - v. Spray all webbing straps* (seat belts, chest straps, pedal straps) with Lysol and allow to air dry
 - 1. Recommend having at least one "back-up" seatbelt, sets of laterals and pedals in case of accidental soiling (spit-up/excessive drool, etc) that may necessitate washing in water and mild detergent (Dawn dish soap)- DO NOT USE BLEACH
- *All of these straps will need to be deemed and labeled as "demo only" (can use yellow duct tape with Sharpie to label demo straps) and should

never be issued to a rider for home use as cleaning with Lysol may degrade integrity of material rendering them potentially unsafe for long-term use

vi. Helmet options:

1. Have them on hand- **order them PRIOR to the evaluation,** provide the child a new helmet the day of the evaluation and ask the family to bring it to the fitting once the tryke arrives
2. Have “Demo-only” helmets and label them as such
 - a. Disinfect between each rider and place into a paper bag when not used
 - b. Do NOT give these to riders as the repeated use of disinfectants could break down the integrity of the foam and could reduce its impact absorption capacity

*If more than one child is going to be assessed at a time, recommend one to two volunteers maintain “tryke corral” to complete thorough disinfection protocol (see above) between uses - a clear communication system should be used to denote which trykes/accessories are clean, dry and clear for another use

5. During the evaluation

- a. Recommend only the evaluating therapist move within 6 ft of the rider and caregiver during times of “essential” proximity including:
 - i. Measurements
 - ii. Transferring the rider, making adjustments to the straps, laterals, handlebars, seat back etc, and assistance with the test ride
- b. When/if the mechanic is needed for adjustments requiring tools the rider and caregiver should be moved outside of the work zone and at a social distance of at least 6 ft.
- c. When possible, the therapist and mechanic should maintain a social distance of at least 6 ft.
- d. When it is time for the rider to “test ride” ensure that there are no other volunteers or family members within 6 ft of the riding path
- e. If a different tryke frame, seating set-up or other accessory combination is needed, switch out the previous with the new (ensuring that it has been disinfected properly first) and (if you are certain it is no longer needed) send or set aside the frame/accessory that did not work to be properly disinfected

- f. Place the assessment form into a sheet protector, have someone with clean hands wipe down or after performing hand hygiene
6. After the evaluation
 - a. Wash hands with soap and water for 20 sec OR use hand sanitizer
 - b. Remove plastic wrap from foam handle bar and discard in trash can with a lid
 - c. Disinfect all metal, plastic and vinyl surfaces of the Amtryke, chairs, measuring tape, pen, clipboard and tools with an approved cleaning reagent spray or wipe and allow to air dry for appropriate length of time based on specific reagent label
 - d. Dispose of any used paper towels and cleaning wipes into a trash with lid
 - e. Wipe down and then cover the handle bar foam in plastic wrap and secure with packing tape
 - f. Spray all webbing straps* (seat belts, chest straps, pedal straps) with Lysol and allow to air dry- after final evaluation wash straps in solution of water and mild soap (like Dawn dish soap) and allow to air dry
 - g. After final evaluation
 - i. Tie up and remove trash bag and take to final destination

References

1. State-by-state chart of stay-at-home orders: <https://www.littler.com/publication-press/publication/stay-top-stay-home-list-statewide>
2. High Risk definition per CDC: <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html> (Note: people with disabilities are considered to be at “high risk” <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-disabilities.html>)
3. Screening <https://www.cdc.gov/coronavirus/2019-ncov/hcp/dialysis/screening.html>
4. Hand Washing Info:
 - a. CDC: <https://www.cdc.gov/handwashing/when-how-handwashing.html>

- b. WHO: https://www.who.int/gpsc/clean_hands_protection/en/
- 5. Approved cleaning reagents
 - a. EPA List N (comprehensive list) <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>
 - b. Shorter list of common products: <https://www.cnn.com/2020/03/05/health/epa-disinfectants-coronavirus-trnd/index.html>
- 6. Face Coverings/Mask Recommendations: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover.html>
- 7. COVID19 Survival on Different Surfaces: <https://health.clevelandclinic.org/how-long-will-coronavirus-survive-on-surfaces/>