

A large, light gray watermark of the Stanford University seal is centered in the background. The seal is circular with a diamond-patterned border. Inside the border, the words "STANFORD JUNIOR UNIVERSITY" are written in an arc at the top, and "1891" is at the bottom. The center of the seal features a redwood tree on a hill, with the German phrase "DIE FREIHEIT DER WISSENSCHAFT" (The Freedom of Science) written in an arc above the tree.

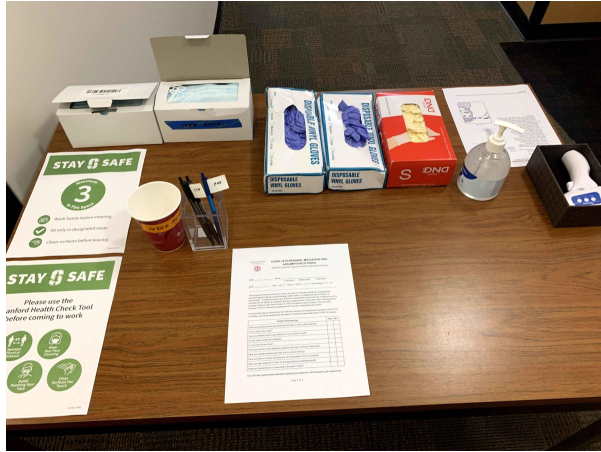
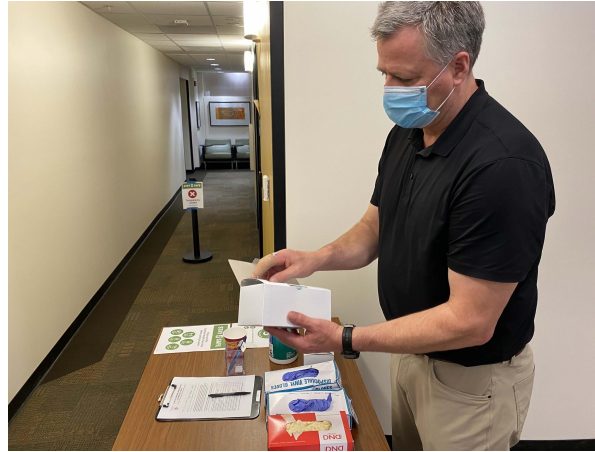
CNI COVID-19 Mitigation SOP

JUNE 16, 2020

Overview

- Pictorial review of CNI COVID-19 mitigation standard operating procedures
- SOP is presented as for an external subject scan
 - NOTE: External human subjects are NOT allowed under current guidelines (June 16, 2020)
 - Only same research-group subjects may be scanned
 - Limit of two research group members on campus means:
 - Max of 2 scan operators and a phantom
 - One scan operator, one scan subject

Researcher Arrival at CNI



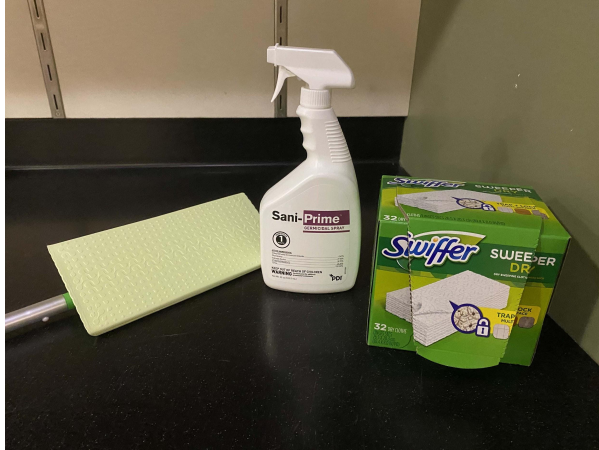
- 30 minutes in advance of scan time
- Wear fresh masks (do not need MRI-Safe Masks)
- Sanitize hands
- Maintain social distancing

Researcher Arrival at CNI

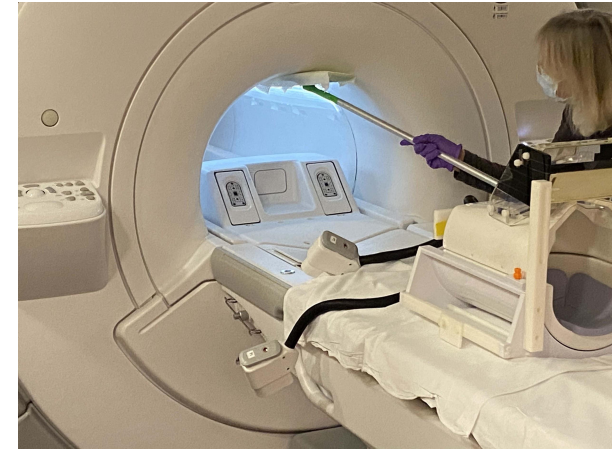


- Sanitize thermometer
- Confirm lack of fever
- Put on gloves in preparation of cleaning MRI suite

Disinfect MRI Scan Room



- Start with MRI bore
 - Use dry swiffer pads, well soaked with Sani-spray
 - Ensure bore fan is off, move coil out of way
 - Wipe down bore from entry to internal air vent
 - Turn on fan after 3 minutes to air out bore



Disinfect MRI Scan Room



- Reconnect coil and wipe down
- Put on fresh linens

Disinfect MRI Scan Room



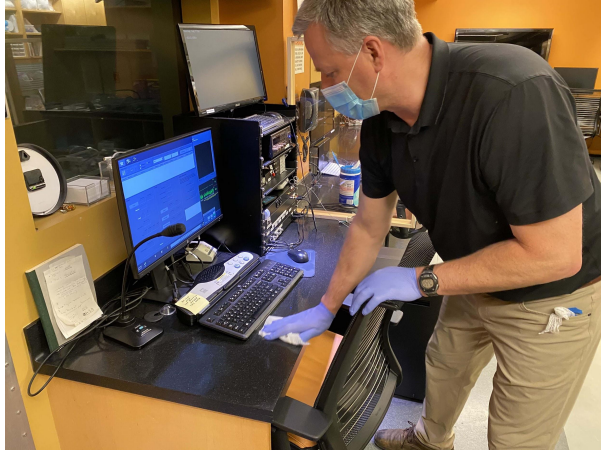
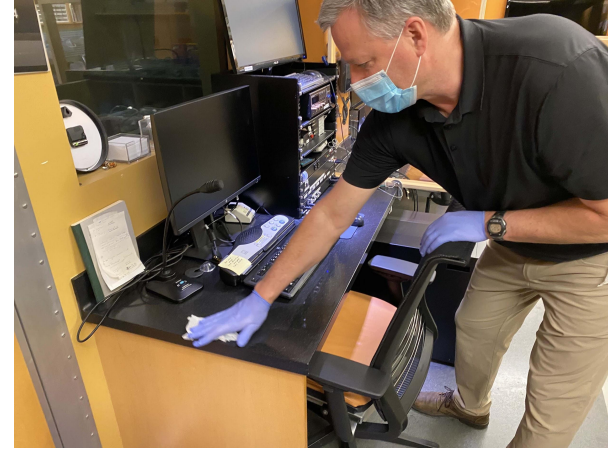
- Wipe down magnet control buttons, squeeze ball and any physiological sensors you will be using

Disinfect MRI Scan Room



- Wipe down positioner pads and any response button boxes you will be using
- Use sani-covers on any positioners

Disinfect MRI Control Room



- Wipe down keyboard, mouse, chair arms, surrounding surfaces around host console

Disinfect MRI Control Room



- Wipe down other commonly touched surfaces
 - Door handles, faucets
 - Area where MRI screening or consent will be taken
 - Any other CNI equipment you will be using (laptop, Linux workstation)

Exterior Screening



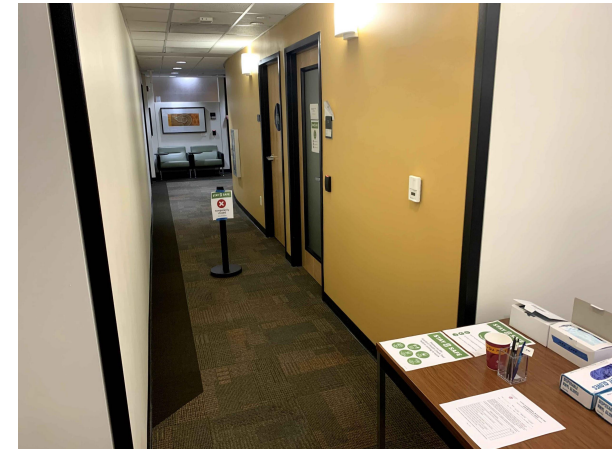
- When external human subjects are permitted, screen before entry
 - Measure temperature
 - Complete COVID-19 Mitigation, Screening and Assumption of Risk form (not required for same research-group member)

Escort to CNI



- Use rear elevator (2-person occupancy)
- Observe social distancing as marked out in Jordan Hall and elevator
- Only a single researcher should meet subject, other (if present) should remain in scan room

Prepare Human Subject



- Provide hand sanitizer
- Provide MRI-safe mask (metal ribbon removed)
- No gloves needed for human subject
- Researchers & subject limited to waiting area, testing room, mock scanner room and MRI suite

Prepare Human Subject



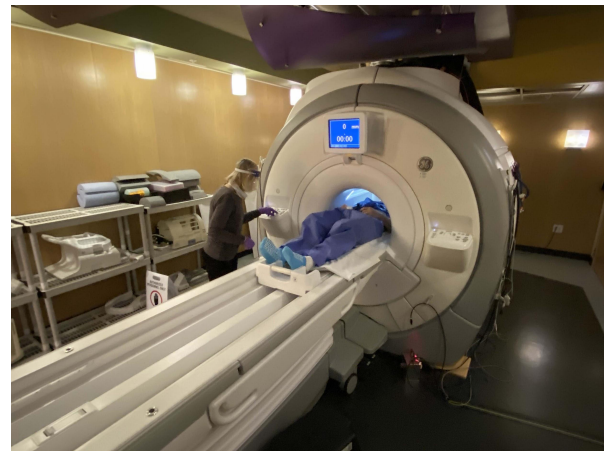
- Escort subject to changing room off MRI control room
- Complete MRI screening and consent
- Instruct subject to change into scrubs and leave personal clothing in disposable paper bag

Prepare Human Subject



- Once subject is prepared in scrubs pass on to researcher in scan room
- IMPORTANT: Scan room researcher should be wearing face shield
- Face shields will be provided by CNI but should be kept for re-use

Prepare Human Subject



- Only a single researcher with face shield in scan room
- Recruit human subject to aid with putting on accessories as much as possible
- Human subject must continue to wear mask during scan
- **IMPORTANT:** Make sure MRI-safe mask is used for subject – non-modified mask will introduce significant artifacts

Conduct MRI Scan



- Maintain social distancing
- Peripheral connection cables can be easily passed through Lexan sneeze-shield

Exit Human Subject



- Scan room researcher replaces face shield
- Exit subject from MRI scanner and pass off to control room researcher

Exit Human Subject



- Have subject change back into personal clothing
- Remind subject to wash hands
- Escort out of Jordan Hall

Repeat Disinfection Protocol

- Repeat disinfection steps as on arrival
- Be as thorough as possible – imagine it is someone from your family who will be next to be scanned
- Try to complete protocol within 15 minutes if there is an immediately following group arriving to scan

Thank you for helping scanning be safe at CNI!