





Preparatory Stage

9. A designated COVID-19 Coordinator (hereafter the “COVID-19 Coordinator”) should be identified by the Resident Coordinator at a country level. An alternate should also be identified in case of need.
10. The COVID-19 Coordinator should proactively familiarise themselves with the COVID-19 MEDEVAC process, and the role and responsibilities in it, as described in the COVID-19 Coordinator’s Terms of Reference.
11. The COVID-19 Coordinator should undergo dedicated training on the COVID-19 MEDEVAC process to be provided by the Division of Healthcare Management and Occupational Safety and Health (DHMOSH).
12. Sufficient resources should be made available to the COVID-19 Coordinator by the Resident Coordinator to enable him / her to effectively carry out the role. This may include establishing a dedicated team to provide the requisite support.
13. The identity of the COVID-19 Coordinator and his / her contact details should be made available to the Heads of all entities included in the COVID-19 MEDEVAC Framework.
14. COVID-19 Coordinators should proactively request from UN entities a list of eligible INGO implementing partners in their country under the Global Humanitarian Response Plan (GHRP) and should check MEDEVAC requests against this. Patient e

eligible dependents, and for ensuring that the COVID-19 Coordinator is updated promptly with relevant information.



Requesting a COVID -19 MEDEVAC

23. Only those persons identified under the COVID-19 MEDEVAC Framework may be considered eligible for COVID-19 MEDEVAC.
24. The requesting entity is responsible for ensuring any request relates to an eligible patient, is in line with the Model of Care (MOC), and has been approved by the relevant organisational process.
25. All requests for COVID-19 MEDEVAC must be directed from the entity Focal Point in conjunction with the TMP and any entity Medical Advisor to the COVID-19 Coordinator.
26. Requests will be considered on the basis of clinical need, in conjunction with the TMP and any entity Medical Advisor



34. The COVID-19 Coordinator, the entity Focal Point and if appropriate, any entity Medical Advisor or the TMP will debrief the Head of the patient's entity and the United Nations Country Team, providing an after action report and highlighting lessons learned.



ANNEX A: LIST OF FOCAL POINTS IN ELIGIBLE ENTITIES

UN System Entities

Entity Name	Focal Point Name	Tel no
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ANNEX C: LIST OF ENTITY MEDICAL ADVISORS (if appropriate)

Entity affiliation	Name	Location	Tel no	Email address



ANNEX D: LIST OF KEY CONTACTS , INCLUDING NATIONAL AUTHORITIES

Organisation	Foca Point Name	Function	Tel no	Email address