

## **INFECTION CONTROL GUIDELINES FOR COVID-19**

Office and Clinical Managers and Department Managers are responsible to make sure their office is thoroughly wiped down daily. A cleaning log has been added to each facility's SharePoint site which must be completed daily (at a minimum) to confirm this action is taking place.

- Office Managers and their team are responsible for the front desk area – all countertops, armrests on waiting room chairs, desks, keyboards, kiosks, doorknobs, etc.
- Clinical Managers and their team are responsible for the patient exam rooms and lab area – exam benches, doorknobs, counter surfaces, work bench areas, etc.
- Department Managers and their teams are responsible for areas within in their normal work environment, not ignoring common working areas and equipment

If additional cleaning supplies are required, reach out to Rob Henwood.

### **CLEANING AND DISINFECTING SURFACES FOR COVID-19**

#### **Hard (Non-porous) Surfaces**

- Wear disposable gloves when cleaning and disinfecting surfaces. Gloves should be discarded after each cleaning. If reusable gloves are used, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other purposes. Consult the manufacturer's instructions for cleaning and disinfection products used. Clean hands immediately after gloves are removed.
- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, most common EPA-registered household disinfectants should be effective.
  - A list of products that are EPA-approved for use against the virus that causes COVID-19 is available on the CDC website. Follow manufacturer's instructions for all cleaning and disinfection products for concentration, application method and contact time, etc.
  - Additionally, diluted household bleach solutions (at least 1000ppm sodium hypochlorite) can be used if appropriate for the surface. Follow manufacturer's instructions for application, ensuring a contact time of at least 1 minute, and allowing proper ventilation during and after application. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.
- Prepare a bleach solution by mixing:
  - 5 tablespoons (1/3 cup) bleach per gallon of water or
  - 4 teaspoons bleach per quart of water
- Bleach solutions will be effective for disinfection up to 24 hours.

#### **Soft (Porous) Surfaces**

- For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:
  - Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely.
  - Otherwise, use products that are EPA-approved for use against the virus that causes COVID-19 and that are suitable for porous surfaces.

#### **Electronics**

- For electronics such as 3-in-1 Image One machines, cell phones, tablets, touch screens, remote controls, keyboards, mice, and computers:
  - Remove visible contamination if present.
  - Follow the manufacturer's instructions for all cleaning and disinfection products.
  - If no manufacturer guidance is available, use alcohol-based or disinfectant wipes containing at least 70% alcohol to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.
  - Do not use ammonia based products, sprays or other liquid based cleaners.

#### **Linens, Clothing, and Other Items that go in the Laundry**

- Wear disposable gloves when handling dirty laundry from an ill person and then discard after each use. If using reusable gloves, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other household purposes. Clean hands immediately after gloves are removed.

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- If no gloves are used when handling dirty laundry, be sure to wash hands afterwards.
- If possible, do not shake dirty laundry. This will minimize the possibility of dispersing virus through the air.
- Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Dirty laundry from an ill person can be washed with other people's items.

Clean and disinfect clothes hampers according to guidance above for surfaces. If possible, place a bag liner that is either disposable (can be thrown away) or can be laundered

**In the event a COVID-19 potential exposure incident occurs, notify Shannon Latulippe immediately.**