

The following is guidance based upon information gathered from the **World Health Organization (WHO)**, the **Centers for Disease Control (CDC)** and other sources designed to assist in answering questions about cleaning the current pandemic.

HOW TO CLEAN AND DISINFECT:

Surfaces

- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.

Surfaces to consider: tabletops, counter tops, doorknobs, cabinet doors, copiers, keyboards, phones, touch computer surfaces, mouse / point and click device, etc.

For disinfection, diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA-registered household disinfectants should be effective.

- Diluted household bleach solutions can be used if appropriate for the surface. Follow manufacturer's instructions for application and proper ventilation.
- Check to ensure the product is not past its expiration date. Unexpired household bleach is effective against coronaviruses when properly diluted.
- Never mix household bleach with ammonia or any other cleanser.

- Prepare a bleach solution by mixing:
 - 5 tablespoons (1/3rd cup) bleach per gallon of water or
 - 4 teaspoons bleach per quart of water

Products with EPA-approved emerging viral pathogens cleaners are expected to be effective against COVID-19 based on data for harder to kill viruses. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).

- 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:
 - If the items can be laundered, launder items in accordance with the manufacturer's instructions using the warmest appropriate water setting for the items and then dry items completely.
 - Otherwise, use products with the EPA-approved emerging viral pathogens cleaners that are suitable for porous surfaces.

After Persons Suspected/Confirmed to Have COVID-19 Have Been in the Facility

Timing and location of cleaning and disinfection of surfaces

- Close off areas used by the ill person(s) and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets (if possible, wait up to 24-hours).
- Open outside doors and windows to increase air circulation in the area.
- Clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.

Linens and Other Items that Go in the Laundry

- Wash 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 that has been in contact with an ill person can be washed with other people’s items.

Do not shake dirty laundry; this minimize the possibility of dispersing virus through the air.

- Clean and disinfect hampers or other carts for transporting laundry according to guidance above for hard or soft surfaces.

Personal Protective Equipment (PPE) and Hand Hygiene

- PPE to be worn: Cleaning staff should wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash.
 - Gloves and gowns should be compatible with the disinfectant products being used.
 - Additional PPE might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.

Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area. Be sure to clean hands after removing gloves.

REMOVE GOWN FIRST WITH GLOVES ON. Peel the gown away from you, turning it inside out. You can touch the inside of the gown, not the outside.



Source of information: <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>

- Gloves should be removed after cleaning a room or area occupied by ill persons. *Clean hands* immediately after gloves are removed.
 - Immediately report breaches in PPE (e.g., tear in gloves) or any potential exposures to the supervisor.
 - Cleaning staff and others should clean hands often, including immediately after removing gloves and after contact with an ill person, by washing hands with soap and water for 20 seconds.
 - If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains 60%-95% alcohol may be used.

Cleaning Hands

1. **Wet** your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
2. **Lather** your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
3. **Scrub** your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
4. **Rinse** your hands well under clean, running water.
5. **Dry** your hands using a clean towel or air dry them.

Using Sanitizer on Hands

Washing is Better Than Sanitizing.

1. **Apply** the gel product to the palm of one hand (read the label to learn the correct amount).
2. **Rub** your hands together.
3. **Rub** the gel over all the surfaces of your hands and fingers until your hands are dry. This should take around 20 seconds.

FOLLOW NORMAL PREVENTIVE ACTIONS:

- Cleaning hands and avoiding touching eyes, nose, or mouth with unwashed hands.

Precautions

1. **Sick** If you are or feeling sick, **remain at home**. Follow your medical practitioner’s advice.
2. **Suspected** If you’ve been exposed to someone confirmed with, suspected of, or has been exposed to COVID-19, contact your medical provider.
3. **Social Distancing** Ensure you follow safe distancing of 6’. No shaking hands, hugging, being in crowded places, no public gatherings.
4. **Wash or Sanitize** your hands frequently and especially after touching frequently touched surfaces or having been in public.
5. **Avoid** touching high-touch surfaces in public places (elevator buttons, door handles, handrails). Use a tissue or sleeve to cover your hand or finger if you must touch something
6. **Avoid** touching your eyes, nose, or mouth with unwashed hands.
7. **Cover** your mouth and nose with a tissue when you cough or sneeze, then throw the tissue in the trash and wash your hands.
8. **PPE** Use PPE (i.e., gloves, mask) if you have it, if it is provided to you, and if needed.

Additional key times to clean hands include:

- After blowing your nose, coughing, or sneezing
- After using the restroom
- Before eating or preparing food
- Before and after providing routine care for another person who needs assistance.