

# AVENUE II COVID-19 PANDEMIC PLANNING MANUAL

<b>TOPIC:</b> Pandemic Planning Protocols	<b>SUBJECT:</b> Protocol for Cleaning and Disinfection of Residential Work Locations	<b>Code:</b> PPP006
		<b>Date of Issue:</b>
		<b>Revised:</b> April 2023
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## Pandemic Plan - Protocol for Cleaning and Disinfection of Residential Work Locations

During a pandemic or outbreak declared by public health or appropriate authority Avenue II will implement the following for cleaning and disinfecting of residential work locations within their control.

**Precautions and Personal Protective Equipment (P.P.E.)** - Avoid contact with eyes and skin. Wear gloves and goggles when using product. Do not spray onto electrical cords. Unplug small appliances before disinfecting surfaces. Do not spray directly onto phones, televisions or small appliances. Do not use on high-touch electronics such as mobile devices, phones, computers and remote controls.

**Location type** - 24 hour residential, Supported Independent Living of J.H.

### Process-

Soiled or dirty surfaces must be cleaned prior to disinfection – C (cleaning) comes before D (disinfection).

**Clean** with soap and water on a washable cloth.

**Disinfect** with disinfectant spray and reusable, washable cloth. **Wipes are not to be used for daily sanitizing due to the environmental concerns.**

Thoroughly apply diluted disinfectant solution. Allow surface to remain wet as per product direction and then remove excess liquid with a cloth. Ensure that if needed it is wiped with water if needed as well.

Launder cloths in hot water and dry thoroughly for reuse.

**Frequency** – The following areas will be cleaned and disinfected once per shift taking into consideration normal daily living or activity balancing client need for normal activity and interaction. This list is not inclusive and should be used as guide adapted to the work location. Record the activity in the daily log as complete.

- all door handles/locks including balcony doors
- cashboxes/locks/keys (wear gloves or wash hands immediately after shift count)
- binders/pens
- filing cabinet/locks/handles
- all kitchen drawer, cupboard handles and counter surfaces
- Bathroom and kitchen taps

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- appliance handles and touch control panels-
- washer & dryer door lids/handles/control panel/surface area or wash hands after use
- all light switch plates
- kitchen table surface and chairs
- all small appliances before use
- belongings you are bringing in from outside home (lunch kit, work bag, water bottle/coffee cup etc.).
- first aid kits, etc.
- walkers/wheelchairs/exercise equipment

**Frequency** - 2 or 3 times per shift based on usage

Kitchen taps and commonly touched surfaces in that area in addition to before and after food preparation

- bathroom surfaces/taps/toilet handle
- areas or items staff or clients are touching on a regular basis throughout the shift

**Items that should be sanitized with an alcohol wipe to avoid damage to items.**

- telephone
- thermostat
- fax machine
- laptop and printer
- remote controls
- game controllers
- emergency pendant

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## **ENHANCED PROTOCOLS IN HOUSEHOLDS WHEN RISK OF POTENTIAL COVID-19 EXPOSURE HAS BEEN IDENTIFIED:**

- Staff are to wear a fit tested N95 mask. In the alternative staff can wear an unfitted N95 mask or a surgical/medical mask of Level 2 or 3. Staff must wear face shield or goggles if they are wearing not fit tested N95 or surgical/medical mask.
- Clients are to wear Level 2 masks in the house and when you, if willing and able.
- Staff are to wear eye protection at all times.
- Clean and disinfect 1x per shift at minimum; common areas and high touch surfaces at minimum 2x per shift. In addition, use electrostatic sprayer 1x per day.
- Do temperature checks as part of screening. Record clients' temperatures in their daily logs. Staff temperatures do not have to be written down but are included as part of the screening.
- Monitor and report any symptoms immediately. This is for both staff and clients.
- If clients are symptom free and it is permitted by the province, they may continue with daily activities.
- If clients are not symptom free they are to stay home except for necessary medical appointments. Walks in the neighbourhood or other locations where there will be no contact with others are also permitted. Vehicle rides for sight-seeing can also be authorized under certain circumstances.
- No visitors are allowed unless deemed essential to client's well-being.

## **Supported Independent Living locations not within Avenue II Control and without daily support (and not listed above)**

Staff are to work with clients to support them to make every reasonable effort to maintain a clean environment that is disinfected, recognizing that this environment is not a controllable environment. Cleaning should be as to the individual's protocol on the days when staff are present for support. If areas are of a health and safety concern, please contact your manager for guidance. Wear P.P.E. as appropriate to the situation.