

## STANDARD/AIRBORN PRECAUTIONS POLICY/ PROCEDURE COVID-19 APPROPRIATE

### PURPOSE:

To reduce the risk of exposure to, and transmission of COVID19 and other infections.

### POLICY:

Under standard precautions, blood and certain body fluids of participants are considered to be potentially infectious. Standard precautions apply to blood and other body fluids including emesis, sputum, feces, and urine. Standard precautions will be used with other fluids, such as nasal secretions, saliva, sweat, and tears when they contain visible blood or other potentially infectious materials.

Airborne precautions are used for a person known or suspected to be infected with microorganisms that are transmitted during breathing, coughing, sneezing, and talking. COVID-19 is highly transmittable and infectious prior to and without symptoms, Airborne precautions will be used in situations where there is high contact with surfaces that may contain contaminants, situations where there is close and prolonged contact with another individual and when there is contact with individual demonstrating symptoms of COVID-19.

Personnel will adhere to the following precautions and will instruct participants and caregivers in Standard/Airborne precautions as appropriate to the participant's needs.

*Note:* Participants may be given a copy of this procedure if needed as a teaching tool.

### PROCEDURE:

#### General Precautions

1. **Hand Hygiene:** Hand hygiene will be performed to prevent cross-contamination between participants and personnel.
  - A. Hand hygiene will be performed before and after all participant contact, contact with potentially infectious material, and before putting on and removing PPE, including gloves. Hand hygiene after removing PPE is particularly important to remove any pathogens that might have transferred to bare hands during the removal process.
  - B. Hand hygiene should be performed by using a hand sanitizer that contains at least 60% alcohol or soap, warm water and friction. (Refer to Handwashing Policy)

2. **Gloves:** Gloves (intact latex or vinyl of appropriate size and quality) will be worn when it can be reasonably anticipated that contact with: blood or other potentially infectious materials, mucous membranes, non-intact skin, potentially contaminated body fluids or contaminated surfaces and equipment, due to airborne pathogens, could occur could occur.
  - A. Perform hand hygiene before donning gloves.
  - B. Gloves will be worn when touching body fluids, secretions, excretions, blood and contaminated items.
  - C. Gloves will be worn during any contact with participants,
  - D. Gloves will be changed and hand hygiene performed between participant contacts. Gloves will not be washed or disinfected for reuse.
  - E. Gloves will be changed and hand hygiene performed if they become damaged, visibly soiled with blood or body fluids.
  
3. **Gowns:** (Long sleeve outer covering) The use of gowns/long sleeve outer covering is required when splashes or sprays of body fluids, secretions, excretions or blood to the skin and clothing are likely. The gowns/long sleeve outer covering will be made of, or lined with, fluid-proof or fluid-resistant or repellant material and will protect areas of exposed skin.
  - A. Perform hand hygiene before donning a gown.
  - B. Gowns will be worn in the Isolation Room.
  - C. At the discretion of the center management additional types of protective coverings, including aprons and smocks, may be worn at times during the day. These times may include but may not be exclusive too, meals, bathroom visits, and activities.
  - D. A soiled gown should be removed promptly and bagged. Bag should be disinfected before being placed in closed receptacle
  - E. Perform hand hygiene immediately after doffing a gown.
  
4. **Mask and Protective Eyewear:** Masks should be worn when exposure to droplet secretions can occur. The mask should cover the nose and the mouth. **Normally masks are not required for routine care; however, during this time of COVID-19 masks should be worn throughout the day.**

Protective eye wear should be worn anytime splashes or sprays of body fluids, secretions, excretions or blood may occur. Protective eye wear should never be worn without a mask.

- A. Perform hand hygiene before putting on a mask or protective eye wear.
- B. Masks and protective eye worn should be utilized following the CDC's and Department of Aging guidelines.
- C. Masks should never be touched or left unsecured around the neck because that can contaminate the hands, clothing and the environment.
- D. Perform hand hygiene after removing a mask or protective eye wear.

5. **Cleaning and Disinfecting:** Cleaning and disinfecting guidelines are in place to ensure the cleanliness and safety of the adult day center. Normal cleaning with soap and water removes germs and dirt from surfaces. Disinfecting kills germs on a surface after cleaning. This further lowers the risk of spreading infection. EPA –approved disinfectants should be utilized for disinfecting surfaces.

- A. Develop a plan: Most surfaces and objects will need normal routine cleaning. Frequently touched surfaces and objects will need to be cleaned and then disinfected.
- B. Determine what needs to be cleaned: Some surfaces only need to be cleaned with soap and water. For example, surfaces and objects that are not frequently touched should be cleaned and do not require additional disinfection. (If your center has been unoccupied for 7 days or more, it will only need your normal routine cleaning to re-open. COVID-19 has not been shown to survive on surfaces longer than this time.)
- C. Determine what needs to be disinfected: Following your normal cleaning, frequently touched surfaces and objects will be disinfected. Examples of frequently touched surfaces and objects that will need routine disinfection are:

Tables	Keyboards
Doorknobs	Toilets
Light switches	Faucets and sinks
Countertops	Touch screens
Handles	Desks
Phones	Coat closet

- D. **Special Attention:** should be paid to the PPE that may be needed to safely apply the disinfectant. Follow the manufacturer's recommendations concerning any hazards. Appropriate gloves should always be used for routine cleaning and disinfecting. Directions on the disinfectant label should be followed for additional PPE needs.

E. Implement the plan:

- Utilize gloves and other required PPE to begin the process of cleaning and disinfecting.
- Clean visibly dirty surfaces with soap and water prior to disinfection.
- Clean soft and porous materials according to the manufacturer's instructions.
- Follow the directions on the disinfectant labels for additional PPE needs, concentration, dilution, application method, contact time and other special considerations when applying.
- Wash hands thoroughly with soap and water when cleaning and disinfecting is completed.

F. Maintain and revise the plan as needed: Steps should be taken to reduce the potential risk of exposure to germs and viruses. Plans will be updated based on updated guidance.

- Routine cleaning and disinfecting are an important part of reducing the risk of exposure to COVID-19.
- Surfaces frequently touched by multiple people should be cleaned and disinfected at least twice a day.
- More frequent cleaning and disinfecting may be required based on level of use. For example: certain surfaces such as toilets, faucets and sinks, phones, tables and key pads should be cleaned and disinfected before each use.

6. **Isolation room:**

- A. Appropriate PPE (gowns, gloves, masks, protective eye wear) should always be worn in the Isolation Room
- B. Place the person in a designated private room and close the door.
- C. PPE shall be maintained in a closed bin.(Gowns, gloves, masks, protective eye wear)
- D. Appropriate PPE including masks will be worn by everyone in the room
- E. Room should have minimal furniture and supplies:
  - Nursing supplies
  - Covered trash can
  - Stethoscope, Pulse oximeter, commode
- F. Covered seating to be used by the participant
- G. Cleaning and disinfecting materials
- H. Limit visitors and prohibit entrance by anyone not wearing PPE.
- I. Once the person leaves the room, keep it closed and vacant for optimally 24 hours or minimally 1 hour prior to cleaning and disinfection of equipment.

7. **Blood and Body Fluid Spills:** Blood and body fluid spills will be cleaned with hot soapy water and disinfected with a 1:10 bleach solution. If the cleaning is by hand, disposable gloves will be worn.
8. **Waste Disposal:**
  - A. **Flushable Waste:** Body wastes will be flushed down the toilet.
  - B. **Non-Flushable Disposables:** Non-flushable items contaminated with blood or body substances will be placed in a leak proof plastic bag which is tied securely at the neck. This bag will then be placed in a second sealed, plastic bag to afford extra strength and protection against breakage and spillage. The bag will then be disposed of in a trash receptacle.
  - C. **COVID -19 Related:** Items potentially contaminated by airborne pathogens via coughing, sneezing and drooling, will be disposed of with gloved hand, item will be placed in a bag, interior and exterior of bag will then be disinfected, tied and placed a closed receptacle.
  - D. **Syringe and Sharps Disposal:** contact your local Department of Public Health for obtaining and disposing puncture resistant containers.
9. **Thermometer:**
  - A. Non-Contact infrared thermometers will be the thermometer of choice, if available.
  - B. Electronic thermometers with disposable sheaths do not need special precautions unless they become visibly soiled. If thermometers are soiled, they will be wiped with a disinfectant solution.
  - C. Glass thermometers used in the home will be rinsed with soap and water before and after use. If a thermometer will be used by more than one person, it will be soaked in 70-90% ethyl alcohol for 30 minutes followed by a rinse under a stream of water.
10. **Medical Equipment and Supplies:**
  - A. Reusable equipment will be placed in a designated dirty supply area and thoroughly cleaned with an agency-approved disinfectant. After proper cleaning and disinfecting the equipment may be returned to stock.
  - B. In the event a reusable piece of equipment (e.g., stethoscope, blood pressure apparatus, and bandage scissors) comes in contact with blood or body fluids, a 1:10 dilution of

bleach or other agency-approved disinfectant will be used to clean it. Soiled blood pressure cuffs will be washed in hot, soapy water.

- C. Dressing supplies contaminated with blood or body fluids will be double bagged in plastic bags, tied securely, and labeled "contaminated" and placed in trash for waste management pickup.

## 11. **Kitchen and Food Preparation**

- Handwashing - Proper handwashing technique will be observed prior to touching food
- Cleaning of Kitchen - Counters, sinks, and floors in the kitchen will be free from food particles and cleaned and disinfected regularly.
- Refrigerator - The interior of refrigerators will be cleaned with soap and warm water regularly to control molds.
- Food Freshness - Observe expiration dates and general freshness of food.
- Food Storage - Store open packages of food (e.g., sugar) in covered containers to discourage infestation..
- Dishes and Utensils - Wash dishes and utensils in a dishwasher or hot soapy water. The water should be hot enough to require the use of lined gloves. Allow dishes to air dry.
- During this time of COVID-19 the use of disposable dishes and utensils is recommended.

