

Maintenance & Custodial Training

South Wasco County School District

ROUTINE DISINFECTION FOR FREQUENTLY TOUCHED SURFACES

Department	Custodial
SOP or Method	Method
Category	Disinfection
Date	30 June 2021

#.1

Description

This Method describes the preparation of the damp wiper cleaning solution, chemical selection and techniques to effectively clean and disinfect frequently touched surfaces.

These standards apply to all procedures unless they conflict with the facility or local regulatory policies. In that case, the facility or regulatory policy takes precedence.

This Method is generic and should be adapted, as appropriate, to take account of the specific risks associated with the work to be performed as well as local regulations and guidelines.

#.2

Health and Safety



- Have you been trained for the task to be performed?
- Do you have the correct Personal Protective Equipment [PPE] for the task to be performed?
- Do you have the correct equipment to carry out the task?
- Is it safe to carry out the task?

If the answer to any of the above questions is NO, then STOP and speak to your immediate supervisor.



Hazards associated with this activity:



- Hazardous materials including chemicals, blood borne pathogens, mold, bacteria, dust etc.
- Manual handling (furniture and equipment etc.).
- Walking and working surfaces (slips, trips and falls).
- Infectious diseases and bodily fluids.

#.3

**Before
Starting**

- Assess your planned work schedule.
- Visually inspect the environment and determine if additional items need to be included.
- Check the equipment and materials are safe to use before starting the task.
- When assembling equipment, for safety reasons check for damage, specifically checking that plugs and cables are intact, have no cuts or abrasions and are safe for use.
- Visually inspect the work area and ensure the area is safe. If there is a hazard and you are not able to find a solution, inform your immediate supervisor before proceeding.
- Put on (don) PPE that is appropriate for the work to be performed.
- Perform the '3 Checks for Safety'. Before starting a job, stop and think ...
 - 1. Do I know how to do the job?
 - 2. Do I have the right equipment?
 - 3. Is my environment safe?

#.4

**Equipment
and Materials**



- PPE: Disposable, moisture impervious gloves, safety glasses, protective apron or clothing.
- District approved disinfectant, preferably concentrated and/or ecologically certified, wherever available, diluted according to manufacturer's instructions
- Wipers/cloths, disposable acceptable.
- Hazard warning signs.

#.5

Procedure

Surfaces to disinfect daily:

The following surfaces are example of surfaces that fit into this category:

- Light switches
- Door knobs
- Keyboards
- Push plates (on doors)
- Telephones
- Furniture
- Faucets
- Dispensers
- Shower fixtures
- Toilet flushing handle
- Toilet seat
- Wall moldings
- Window sills
- Restroom handrails
- Hand sanitizers

Procedure

1. Wear disposable, moisture impervious gloves and safety glasses whenever handling disinfectant/cleaning agents.
2. Move all light furniture and equipment except stationary items (if appropriate) to enable the task to be carried out. Seek assistance if larger items need to be moved.
3. Scrub the surface clean to remove visible soil. A surface must be free of visible soil before disinfection can occur. For soil embedded into a surface use an abrasive sided pad and plain water to remove the soil.
4. For petroleum-based soil use a degreaser.
5. If feasible, mist the area with disinfectant and allow to air dry.
6. If wiping is required, disinfect the surface with a presaturated disinfecting wiper or spray disinfectant on surface (if applicable).
7. After air drying per the disinfectant manufacturer's recommendations, surfaces may be dried using a dry clean wiper or paper towel if there is a risk of skin contact to the damp surface or if the surface is a highly reflective surface such as glass for streaking might be visible.
8. Leave a warning sign in place until the floor is dry and the final check inspection is complete.
9. Remove, clean and store warning signs.

#.6

The Final Check



- Ensure the disinfectants are stored safely and securely
- Inspect the area or room carefully:
 - Picture Perfect Room: all furniture and items need to be replaced correctly.
 - Correct any deficiencies.
- Equipment is clean and safe to reuse.
- PPE is cleaned and properly stored or disposed of.
- Report any damaged equipment and interiors, needed repairs or water leaks.
- Waste and potentially contaminated materials are properly sorted, disposed of and stored correctly.
- Cleaning equipment is switched off and unplugged.
- Complete any activity record sheets for the task and return them to your supervisor if required.
- Floors are free of spills and debris fluids.
- Dispensers are adequately filled.
- Ceilings, ledges, countertops, furniture, and cabinets are clean and free fluids.
- Waste receptacles are clean and free of all debris and contamination.
- Washbasins are clean and free of mineral build-up.
- Bathrooms are clean and free of dust, odors, and buildup.
- All other contact items have been disinfected.

PLAYGROUND EQUIPMENT DISINFECTION/CLEANING SOP

Department	Custodial
SOP or Method	Standard Operating Procedure
Category	Disinfection/Cleaning
Version	1 July 2021

#.1

Description

This Standard Operating Procedure (SOP) covers the method for disinfecting/cleaning outside playground equipment.

This SOP is generic and should be adapted, as appropriate, to take account of the specific risks associated with the work to be performed as well as local regulations and guidelines.

#.2

Health and Safety



- Have you been trained for the task to be performed?
- Do you have the correct Personal Protective Equipment [PPE] for the task to be performed?
- Do you have the correct equipment to carry out the task?
- Is it safe to carry out the task?

If the answer to any of the above questions is NO, then STOP and speak to your immediate supervisor.



Hazards associated with this activity:



- Hazardous materials including chemicals, bloodborne pathogens, mold, bacteria, dust etc.
- Manual handling (furniture and equipment etc.).
- Walking and working surfaces (slips, trips and falls).
- If moving or lifting items to clean behind and underneath them, remember to apply the correct manual handling techniques.

#.3

- Assess your planned work schedule.
- Check that the equipment and materials are safe to use before starting the task.

Before Starting

- When assembling equipment, for safety reasons check for damage, specifically checking that plugs and cables are intact, have no cuts or abrasions and are safe for use.
- Check all portable electrical equipment
- Staff must:
 - a. Visually inspect the work area and ensure the area is safe. If there is a hazard and you are not able to find a solution, inform your immediate supervisor before proceeding.
 - b. Put on (don) PPE that is required for the work to be performed.
 - c. Perform the '3 Checks for Safety'. Before starting a job, stop and think ...
 1. Do I know how to do the job?
 2. Do I have the right equipment?
 3. Is my environment safe?
 - d. Place all necessary signage.
 - e. Assure all required PPE and equipment is readily available.
 - f. All staff are trained in use of products and equipment being used.
 - g. Inform playground users/building administrator that the area will be closed until the disinfection process has been completed

#.4

Equipment and Materials



Note:

The following is the minimum required PPE.

Required PPE:

- Disposable moisture impervious non-latex gloves. Wear gloves when using cleaning chemicals or handling waste. Change gloves and wash hands with soap and water when transitioning from a soiled/dirty area to a clean area.
- Safety glasses/goggles if using spray disinfectant.
- Face mask when using the electrostatic disinfection system.

Equipment and materials:

- District approved disinfectant, preferably concentrated and/or ecologically certified, wherever available, diluted according to manufacturer's instructions
- Wipers/cloths, disposable acceptable.
- Electrostatic disinfection system (if required)
- Appropriate signage.

Safety Data Sheets (SDS)

An SDS must be on file for all disinfectant chemicals used or handled. Copies of SDSs must be kept in an area readily accessible to all employees. Operations with remote work sites should keep applicable SDSs in each work area.

#.5

Procedure**Procedure:**

1. Ensure area is adequately ventilated (if appropriate).
2. Place warning sign at the playground area.
3. Move all non-fixed material (e.g., jackets, lunch pails, recreational toys, etc) .
4. Spray ALL touch points on the playground equipment:
 - Handrails
 - Slides
 - Climbing equipment and monkey bars
 - Swing set seats and securing chains 5ft up from seat.
 - All poles
 - Benches and chairs
 - Exterior hand sanitizing stations closest to where students are exiting the building to enter the playground area.
5. Report any Blood Borne Pathogen (BBP) spills and clean/disinfect the area
6. Leave the warning sign in place until the necessary dwell time is reached.
7. Report any damaged equipment and Tag Out if unsafe contact Maint.
8. Ensure all disinfectants and equipment are stored safely and securely.
9. PPE is cleaned and properly stored or disposed of.
10. Remove, clean and store the hazard warning signs.
11. Inform Supervisor that disinfection/cleaning has been completed.

#.6

The Final Check**Prior to re-opening area:**

- Inspect the area carefully:
 - Ensure that all touch point areas were adequately disinfected.
 - Correct any deficiencies.
- Equipment is clean and safe to reuse.
- Waste and potentially contaminated materials are properly sorted, disposed of and stored correctly.
- Cleaning team equipment is switched off and unplugged.
- Inform building administrator that area is complete and ready to use.

South Wasco County School District

PREVENTIVE DISINFECTION (MAY ALSO BE USED AFTER 7 DAY VACANCY OF AREA)

Department	Custodial
SOP or Method	Standard Operating Procedure
Category	Special Guidance
Date	30 June 2021

#.1

Description

This SOP describes how to disinfect an environment to help prevent the spread of COVID 19.

- Use this procedure when there is no known case(s) onsite or after a 7-day vacancy (7 days x 24 hours) of an area with COVID 19 on site.

These standards apply to all procedures unless they conflict with the facility or local regulatory policies. In that case, the facility or regulatory policy takes precedence.

This procedure is generic and should be adapted, as appropriate, to take account of the specific risks associated with the work to be performed as well as local regulations and guidelines.

#.2

Health and Safety



Cleaning staff must have all Personal Protective Equipment (PPE) available before starting the cleaning and disinfection process.

Food Safety: If you disinfect a food contact surface by accident, that surface must be thoroughly rinsed with potable water to remove all chemical residue.

Ensure every custodian is trained, informed and instructed on the outcomes of the risk assessment and how to undertake this work activity safely (i.e. through the implementation of this method statement).

In the event a Health and Safety concern is identified, do not begin the task, or stop the task if already in progress. Management must ensure the task can be carried out safely before it commences (or re-starts).

- Have you been trained for the task to be performed?
- Do you have the correct Personal Protective Equipment [PPE] for the task to be performed?

- Do you have the correct equipment to carry out the task?
- Is it safe to carry out the task?

If the answer to any of the above questions is NO, then STOP and speak to your immediate supervisor.



Hazards associated with this activity:



- Hazardous materials including chemicals, blood borne pathogens, mold, bacteria, dust etc.
- Manual handling (furniture and equipment etc.).
- Walking and working surfaces (slips, trips and falls).
- Infectious diseases and bodily fluids.


#.3

**Before
Starting**

Review Personal Protective Equipment (PPE) and Hand Hygiene

- PPE must be worn
- When spraying disinfectant, wear safety goggles. Disinfectant must be sprayed within 6-8 inches of surface to be effective and to be safely applied. This minimizes respiratory sensitivity.
- Hand Hygiene: Remove gloves after cleaning and disinfecting the area. Wash hands immediately after gloves are removed.
- Cleaning staff and others must wash hands often, including immediately after removing gloves by washing hands with soap and water for 20 seconds. In addition, an alcohol-based hand sanitizer that contains 60%-95% alcohol should be used. However, if hands are visibly dirty, always wash hands with soap and water.
- Personal Hygiene and Respiratory Etiquette - normal preventive actions while at work and home, including cleaning hands and avoiding touching eyes, nose, or mouth with unwashed hands.
- Additional key times to clean hands include:
 - After blowing one's nose, coughing, or sneezing
 - After using the restroom
 - Before eating or preparing food
 - After contact with animals or pets
 - Before and after providing routine care for another person who needs assistance (e.g., a child)
 - Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Where possible, ventilate the area.

	<ul style="list-style-type: none"> ● Check that all equipment and materials are safe to use before starting the task. ● Visually inspect the work area and using the “step back” process and ensure the area is safe. ● If there is a hazard and you are not able to find a solution, you must inform your immediate supervisor before proceeding. ● Set up hazard warning signs so they can be clearly seen by all. <p>Perform the ‘3 Checks for Safety’. Before starting a job, stop and think ...</p> <ul style="list-style-type: none"> ▪ 1. Do I know how to do the job? ▪ 2. Do I have the right equipment? ▪ 3. Is my environment safe?
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<p>#.4</p> <p>Equipment and Materials</p> 	<p>Note: The following is the minimum required PPE. All SDS must be read and PPE requirements followed for each specific item.</p> <p>Required PPE:</p> <ul style="list-style-type: none"> ● Disposable moisture impervious non-latex gloves. Wear gloves when using cleaning chemicals or handling waste. Change gloves and wash hands with soap and water when transitioning from a soiled/dirty area to a clean area. ● Safety glasses/goggles if using spray disinfectant. ● Face mask when using the electrostatic disinfection system. <p>Equipment and materials:</p> <ul style="list-style-type: none"> ● District approved disinfectant, preferably concentrated and/or ecologically certified, wherever available, diluted according to manufacturer’s instructions ● Wipers/cloths, disposable acceptable. ● Electrostatic disinfection system (if required) ● Hazard/wet floor warning signs. <p>Safety Data Sheets (SDS)</p> <ul style="list-style-type: none"> ● An SDS must be on file for all disinfectant chemicals used or handled. Copies of SDSs must be kept in an area readily accessible to all employees. Operations with remote work sites should keep applicable SDSs in each work area.
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<p>#.5</p>	<p>Procedure:</p> <ol style="list-style-type: none"> 1. Don all required PPE 2. Place all applicable signage
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Procedure

3. Read the manufacturer's instructions so you know the wet contact time (wet contact time is the time disinfection remains visibly wet on surface) and dilution required for the disinfectant to be effective and whether there are any materials you must not use it on.
4. Surface Cleaning
5. Cleaning must be completed prior to disinfection. Use disposable cleaning cloths. Change cleaning cloths frequently to prevent transferring soil from one surface to another. Surface is clean when there is no visible contamination.
6. Apply disinfectant according to EPA's master label instructions for the product. Each disinfectant has specific instructions for required process and wet contact times. Refer to the product's instructions to identify the required wet contact time. Additional applications may be required to ensure the surface remains wet for the required wet contact/dwell time.
7. After the required wet contact time is achieved, the surface can be allowed to air dry or can be polished dry with a clean disposable paper towel. If the surface appears streaky, a water dampened, clean paper towel can be used to remove streaking.
8. If feasible, mist the area with disinfectant and allow to air dry.
9. Clean systematically and methodically:
 - a. Top to bottom
 - b. Work clean to dirty: start in clean area and work toward dirty area
 - c. Space to space
10. Use electrostatic disinfection system if necessary.
11. Porous surfaces such as carpets and up upholstery should be treated by misting disinfectant and/or the electrostatic disinfection system.
12. If using disposable cloths, dispose of as waste. (Note: If using microfiber cloths, remove to be laundered, see below for detailed laundry instructions).
13. Wash hands
14. Leave the hazard warning sign in place until the floor is dry and the final check inspection is complete.
15. Remove, clean and store hazard warning signs.

Waste Handling and Items That Go in the Laundry

- Always wear disposable moisture impervious gloves when handling waste or soiled laundry.
- Place waste and soiled laundry carefully into appropriately lined waste containers.

- Do not shake dirty laundry; this minimizes the possibility of dispersing virus into the air.

- Wash items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the hot water setting for the items and dry items completely.
- Clean and disinfect laundry hampers.
- Remove disposable gloves and place in trash.
- Wash hands thoroughly with soap and water for at least 20 seconds and dry thoroughly using a disposable paper towel if available.

#.6

The Final
Check



Prior to re-opening area:

- Ensure the disinfectants are stored safely and securely
- Inspect the area or room carefully
- Picture Perfect Room: all furniture and items need to be replaced correctly.
- Correct any deficiencies.
- Equipment is clean and safe to reuse.
- PPE is cleaned and properly stored or disposed of.
- Report any damaged equipment and interiors, needed repairs or water leaks.
- Waste and potentially contaminated materials are properly sorted, disposed of and stored correctly.
- Cleaning equipment is switched off and unplugged.
- Complete any activity record sheets for the task and return them to your supervisor if required.
- Floors are free of spills and debris fluids.
- Dispensers are adequately filled.
- Ceilings, ledges, countertops, furniture, and cabinets are clean and free fluids.
- Waste receptacles are clean and free of all debris and contamination.
- Washbasins are clean and free of mineral build-up.
- Bathrooms are clean and free of dust, odors, and buildup.
- All other contact items have been disinfected.
- Inform Supervisor that disinfection has been completed

South Wasco County School District

COVID 19 - CONTAMINATED AREA DISINFECTION

Department	Facilities
SOP or Method	Standard Operating Procedure
Category	Special Guidance
Date	30 June 2020

#.1 Description	<p>IMPORTANT: This contaminated area disinfection process applies to confirmed or suspected COVID-19 cases.</p> <p>You should be aware that for most people:</p> <ul style="list-style-type: none">• COVID-19 disease in an unpleasant but not severe illness• Its effects may feel similar to those of influenza (dry cough, high temperature, muscle soreness, etc.) <p>BUT you should be aware that for some people, the effects of this infection are more likely to be severe and potentially life threatening, especially for:</p> <ul style="list-style-type: none">• Individuals over the age of 60;• Individuals with Diabetes (type I and type II);• Individuals with Heart Disease (e.g. heart failure, coronary heart disease, arrhythmias, or history of heart attack);• Individuals with Lung Disease (e.g. Asthma, Bronchitis, Emphysema, or COPD); and• Individuals with compromised immune systems (e.g. autoimmune diseases). <p>The medical advice for high risk individuals, including those with the conditions listed above, is to avoid exposure to COVID-19. As a responsible employer, South Wasco County Schools will take precautions as deemed appropriate to minimize risk of COVID-19 infection. This may include advising employees who believe they may have a higher risk of serious illness to avoid tasks that may expose them to COVID-19.</p>
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For these reasons, it is essential that SWASCO SD employees strictly follow the procedures when working in areas where COVID-19 may be present.

Any staff who are going to undertake the work must be trained, understand and acknowledge the risks associated with working in an environment exposed to possible COVID 19 contamination.

Has the area to be cleaned remained undisturbed for a minimum of 72 hours (3 days) OR have a minimum of 12 air changes taken place in the area to be cleaned?

NOTE 1: This must be confirmed by a competent staff member. If confirmation is in writing, preserve the document. If confirmation is verbal, send a confirmatory email to the Director of Facilities and preserve the email.

NOTE 2: Local health authority and SWASCO SD requirements must be followed.

SAMPLE FORM OF CONFIRMATORY EMAIL:

Subject: SAFETY CONFIRMATION

Dear _____:

This email is to confirm our conversation today that [specify location or room #, etc.] has been [undisturbed for a minimum of 72 hours] [has undergone a minimum of 12 air changes since _____]. Based on this information SWASCO SD will commence to clean the [room] at approximately _____ [specify date and time].

Note:

(If an area can remain undisturbed for 7 full days, COVID 19 Preventive Disinfection SOP may also be used)

#.2

**Health and
Safety**



Specific training is required for cleaning and disinfection after persons suspected/confirmed to have Covid 19 have been in the facility.

Staff must have all PPE available prior to starting the disinfection process.

Treat all waste as potentially contaminated. Tie bags securely with tight knot. Bags removed from the contaminated area must be wiped with disinfectant on the exterior of bag. Waste should be disposed per health department guidelines.

Prior to starting process ask:

- Have you been trained for the task to be performed?
- Do you have the correct Personal Protective Equipment [PPE] for the task to be performed?
- Do you have the correct equipment to carry out the task?
- Is it safe to carry out the task?

If the answer to any of the above questions is NO, then STOP and speak to your immediate supervisor.



Hazards associated with this activity:



- Hazardous materials including chemicals, blood borne pathogens, mold, bacteria, dust etc.
- Manual handling (furniture and equipment etc.).
- Walking and working surfaces (slips, trips and falls).
- Infectious diseases and bodily fluids.

#.3

**Before
Starting**

Before entering the affected building / area the manager or supervisor must hold a team briefing and cover the following:

- Check that no one on the team is showing any symptoms associated with COVID-19, or otherwise feeling unwell.
- Establish a 'buddy' system, so each member of the team has a work partner as a second 'pair of eyes' to check they are working safely at all times.
- Check that everyone is clear on the risks and the measures to control them.
- Talk through the Zoning and disinfecting procedures.
- Review all necessary SDS and environmental hazards
- Assign tasks accordingly.
- Address any questions.
- Check that everyone on the team is prepared and ready to start the disinfection process.

#.4

**Equipment
and
Materials**

Required Personal Protective Equipment (PPE) includes the following:

- a. A N95 mask
- b. Protective eye goggles or face shield
- c. Disposable gown or Tyvek suit/coverall
- d. Hair protection if not part of the Tyvek suit/coverall
- e. Disposable moisture impervious gloves
- f. Disposable shoe covers

Other:

Plastic liners and ties

Hydrogen Peroxide based Disinfectant



Rags
Oxivir Wipes
Cleaning equipment
Non-porous chairs
Barrier material
Appropriate signage
First aid kit
Step ladder (if required)
Electrostatic disinfecting system
Bru-tabs or Vital Oxide (for electrostatic sprayer)

#.5

Procedure

Checklist - PPE Donning Process

Put on (dons) disposable moisture impervious gloves and begins the following validation process:

1. Staff removes the following items from their person including jewelry, watches, cell phones, pagers, pens, mobile devices etc., before donning any PPE. Personal eyeglasses may be worn under the face shield or goggles.
2. Staff wears washable footwear.
3. Staff performs hand hygiene using handwash sink. If handwash sink is not available use Alcohol Based Hand Sanitizer.
4. Staff fingernails are trimmed (to prevent glove puncture) and no artificial fingernails are worn.
5. If staff has long hair, it is pulled back and secured in a ponytail.
6. Staff puts on PPE in the following sequence:
 - a. Gloves
 - b. Disposable shoe covers
 - c. KN95/N95 or surgical grade mask
 - d. Face shield or protective eye goggles
7. Ensure PPE was not damaged/breached during the donning process. No visible tears or punctures appear in PPE.
8. Team Leader authorizes staff to pass through Yellow Zone and enter Red Zone with equipment and supplies.
9. When cleaning and disinfection is complete staff ensures staff removal (doffing) process.

Contaminated area must be vacant of people and pets.

The team must have a minimum of 4 people depending on the size of the space to be disinfected, working in pairs, with one Team Leader the team.

- After room is cleaned, make sure all disposable cleaning materials as well as the plastic liner in which they were carried, are placed into an approved waste bag.
- Always place a wet floor sign at the entrance of the room.
- **LEAVING AREA** - If you must leave area/exit the room, remove all PPE properly.

CLEANING PROCEDURES:

Step 1- Verify all required PPE is being used.

Step 2- Using the squeegee, carefully collect all floor debris and collect in the lobby dustpan.

Step 3 – Pull all trash, linen, remove all paper, used hand soap and hand gel supplies in room. Place all items in an approved waste bag. All waste and linen containers, paper towel and soap containers must be damp wiped/disinfected before refilling. Wipe down or treat with electrostatic disinfection sprayer all porous surface includes cloth window coverings, furniture, carpets etc.

Step 4 – Complete the High Dust process using a disposable dampened high duster head. High dust everything that is above shoulder level or out of reach by using an extension pole with an adjustable contour high duster head. Dispose of the high duster head into an approved waste bag in the room.

Step 5 – Damp Wipe all contact surfaces. Wipe everything you are able to reach. Use the disinfectant damp wiping solution for all contact surfaces. Use a dry cloth or a paper towel to polish both interior and low-level glass to a dry streak-free appearance. Dispose of all dry cloths and/or paper towels into an approved waste bag.

Clean all horizontal and vertical surfaces to hand height, and paying special attention to frequently touched points including:

Light switches / pulls

Door handles

Tables

Desks

Cabinets

Chairs

Wall moldings

Window sills

Telephone Keyboards (as appropriate)

Dispensers

Faucets, faucet handles

Shower fixtures

Toilet flushing handle

Toilet seat

Toilet base and exterior of bowl

Bathroom handrails

Handrails

Railings

After wipers are used, place into an approved waste bag.

Step 6 – Thoroughly clean the restroom and any restroom type fixtures that are part of the room. Start by the door and end with the toilet. Pour disinfectant solution from the wide mouth bottle into the toilet bowl. Use the bowl mop for only the inside of the toilet.

Step 7 – Damp mop all appropriate areas using a disposable microfiber mop head with an approved disinfectant.

Once completed, place disposable mop head into a waste bag. Tie waste bag with tight knot. Disinfect exterior of bag using disinfectant wipes adhering to wet contact time.

1. Staff must remove PPE in the following sequence:

- a. Disinfect gloves using Alcohol Based Hand Sanitizer. When using Alcohol Based Hand Sanitizer, always allow gloves to dry before starting next step.
- b. Disinfect gloves with Alcohol Based Hand Sanitizer and allow gloves to dry before starting next step.
- c. Remove face shield and/or goggles. Disinfect face shield and/goggles with disinfectant wipes and place with supplies. Remove N95/KN95 mask or surgical mask.
- d. Disinfect gloves with Alcohol Based Hand Sanitizer and allow gloves to dry before starting next step. If worker is wearing

eyeglasses, carefully wipe with disinfecting wipes and allow to remain wet for required wet contact time. Then, rinse with potable water. Polish with clean/unused disposable wipe.

- e. Disinfect gloves with Alcohol Based Hand Sanitizer and allow gloves to dry before starting next step.
- f. Remove disposable shoe covers and place them into waste bag. Wipe top, sides and bottom of shoes with disinfectant
- g. Disinfect gloves with Alcohol Based Hand Sanitizer and allow gloves to dry before starting next step.
- h. Remove gloves by pinching at the wrist and pulling up and away from the hand, thereby inverting the glove and pull up and away.
- i. Wash hands in hand washing sink. If no sink is available, disinfect hands using Alcohol Based Hand Sanitizer. Allow hands to air dry.

WASTE HANDLING, STORAGE AND DISPOSAL •

- The waste is stored in a secured area pending pickup by licensed waste hauler or disposed of according to local health department guidance.