

Any staff member showing signs and symptoms consistent with COVID-19 should be directed to stay home. If signs and symptoms emerge while at work, the staff member should be sent home.

HAND HYGIENE

WASH HANDS **FREQUENTLY** WITH SOAP AND WATER FOR AT LEAST 20 SECONDS

- Before and after work
 - Before handling food and medications
 - Before and after assisting with personal hygiene
 - After using the bathroom
 - After coughing, sneezing or smoking
 - **Before and after use of Personal Protective Equipment (PPE)**
- Use hand sanitizer (at least 60-95% alcohol) covering all surfaces of your hands and rubbing them together until dry.
 - Use of soap and water is the preferred method of cleaning if hands are visibly dirty.
 - **Avoid touching** your eyes, nose, and mouth with unwashed hands.

ENVIRONMENTAL HYGIENE

WEAR DISPOSABLE GLOVES WHEN DOING THE FOLLOWING:

- Every day, each shift should clean and disinfect all “high-touch” surfaces, such as counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables.
- Clean any surfaces that may have blood, stool, or body fluids.
- Use an agency approved cleaning/disinfecting product and pay close attention to label instructions.
- Wash laundry thoroughly.
 - Immediately remove and wash clothing and/or bedding that have blood, stool, or body fluids on them.
 - Dispose of contaminated items into a separate bag before disposing with other household waste.
 - After finishing laundry, remove gloves then immediately wash hands.

PERSONAL PROTECTIVE EQUIPMENT

FACEMASKS

For **ALL** suspected and/or confirmed cases of COVID-19, the following should wear a disposable facemask:

- The sick individual if they can tolerate wearing a facemask.
- Staff if they are in the same room.
- Staff when they are toileting, feeding or cleaning a sick individual.

GLOVES

- Staff should wear gloves when they touch or have contact with an individual’s blood, stool, or body fluids and need to perform the following tasks:
 - Toothbrushing or flossing
 - Bathing and Personal Care
 - Feeding
 - Performing first aid
 - Cleaning toilets, urine, feces, or vomit
 - Handling soiled items
- Keep soiled items away from your body.
- Wash your hands with soap and water immediately after removing gloves.

PROPER REMOVAL OF PPE

DO NOT REUSE PPE IF IN CONTACT WITH A SICK INDIVIDUAL’S BODILY FLUIDS

- This includes the individual’s blood, stool, or other body fluids, such as saliva, sputum, nasal mucus, vomit and urine.
- Take the following precautions when removing and disposing PPE:
 - 1st: Remove and dispose of gloves, then wash your hands.
 - 2nd: Remove and dispose of the facemask, then wash your hands again.
 - 3rd: Dispose of **ALL** used PPE in a separate bag before disposing with other household waste. Then wash hands again.

Notify the local health department and the OPWDD Incident Management Unit (IMU), in accordance with the OPWDD Guidelines for Implementation of Quarantine and/or Isolation Measures if an individual is identified as having a suspected or confirmed case of COVID-19.