

SOP: How to clean and disinfect to protect against coronavirus (March 2020)

Guidelines for cleaning after possible contamination with coronavirus

Purpose of SOP

This SOP describes how to clean educational establishments where there were students, staff or others with suspected or confirmed cases of COVID-19.

Once symptomatic, all surfaces that the suspected case has come into contact with must be cleaned using disposable cloths and household detergents.

These include: • all surfaces and objects which are visibly contaminated with body fluids; and • all potentially contaminated high-contact areas such as toilets, door handles, telephones, etc.

Public areas where a symptomatic individual has passed through and spent minimal time in (such as corridors) but which are not visibly contaminated with body fluids do not need to be specially cleaned and disinfected. If a person becomes ill in a shared space, these should be cleaned as.

Reference CDC website <https://www.cdc.gov/coronavirus/2019-ncov/prepare/disinfecting-building-facility.html>

Timing and location of cleaning and disinfection of surfaces

- It is recommended to close off areas used by the ill persons and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. This allows droplets to settle and can be wiped off surfaces. If possible, wait up to 24 hours before beginning cleaning and disinfection.
- Open outside doors and windows to increase air circulation in the area. Cleaning staff should clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.

Cleaning utensils

- Preferably use disposable cloths for cleaning surfaces.
- Mops can be used for cleaning floors. Soak mop head **thoroughly** in diluted bleached for at least 10 minutes. Avoid thick mop heads to ensure thorough disinfection of mop. Do not squeeze out mop head with hands.

Protective wear for cleaner

- Wear disposable gloves to prepare bleach and to clean and disinfect.
- Wear suitable protective shoes that can be wiped with disinfectant such as gum boots.
- Wear a disposable coverall that can be discarded safely after use. Water impervious gowns would be preferable if available (Foliodress gowns, Hartmann)
- Ensure good ventilation while cleaning.
- Cleaning staff should immediately report breaches in PPE (e.g., tear in gloves) or any potential exposures to their supervisor.

Cleaning surfaces

- **Clean surfaces using soap and water.** Practice routine cleaning of frequently touched surfaces.
- **High touch surfaces include,** tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.

Disinfecting surfaces

- **Use diluted household bleach solutions** if appropriate for the surface.
- **NB** Check to ensure the product is not past its expiration date. Unexpired household bleach will be effective against coronaviruses when properly diluted.
- **NB** Use diluted bleach within 24 hours.
- Prepare and use in ventilated area.
- Never mix household bleach with ammonia or any other cleanser.

To make a bleach solution, most household bleach is approximately 3.5%. dilute with water to a final concentration of 0.1 to 0.5%

For example to dilute 3.5% to 0.5% dilute 1: 7 therefore approximately 150 ml in 1000ml (approximately 2/3 of a cup).

Cleaning soft surfaces

For soft surfaces such as carpeted floor, rugs, and drapes

- Clean the surface using soap and water or with cleaners appropriate for use on these surfaces.
 - Launder items (if possible) according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
- OR

- Disinfect with household disinfectant/bleach

Electronics

For electronics, such as tablets, touch screens, keyboards, remote controls, and ATM machines. Consider putting a wipeable cover on electronics.

- Follow manufacturer's instruction for cleaning and disinfecting.
- If no guidance, use alcohol-based wipes or sprays containing at least 70% alcohol. Dry surface thoroughly.

Laundry

For clothing, towels, linens and other items

- Do not shake dirty laundry.
- Launder items according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
- Dirty laundry from an ill person can be washed with other people's items.

After cleaning

- Ensure that suitable plastic waste bag is available.
- Wipe gum boots with bleach/disinfectant as leaving the area to prevent spread. Boots can be reused.
- Remove gown folding forwards and dispose in waste bag
- Remove gloves last and dispose of in waste bag
- Seal waste bag for disposal
- Wash hands thoroughly with soap and water or hand sanitizer after sealing bag

NOTES on disinfectants

Sodium hypochlorite or household bleach

- Bleach can be diluted with cold water to make an effective disinfectant against coronaviruses.
- Minimum effective concentration is 0.1%. check the label to determine concentration and dilute accordingly.
- Make dilute bleach solution as needed and use it within 24 hours, as its disinfecting ability fades with time.
- Non-porous items like plastic toys can be immersed in bleach for 30 seconds.
- Household surfaces that won't be damaged by bleach should get 10 or more minutes of exposure.

- Bleach solutions are very hard on the skin, and should not be used as a substitute for handwashing and/or hand sanitizer.

Alcohol

- Alcohol in many forms, including rubbing alcohol, can be effective for killing many pathogens.
- You can dilute alcohol with water but > 60% alcohol final concentration
- Solutions of 70% alcohol should be left on surfaces for 30 seconds Pure (100%) alcohol evaporates too quickly for this purpose.

Hydrogen peroxide

- Hydrogen peroxide is typically sold in concentrations of about 3%. It can be used as is, or diluted to 0.5% concentration for effective use against coronaviruses on surfaces. It should be left on surfaces for one minute before wiping