**Terminal Cleaning Housing Units and Quarantine Locations after Potential Exposure to COVID-19**

This procedure covers the instructions for cleaning housing units and quarantine locations that have had potential exposure to Covid-19. Once you begin the cleaning procedure, continue uninterrupted until the area is completely cleaned.

In general, an effort should be made to eliminate as many soft and non-porous surfaces from the housing unit before it becomes occupied. All additional clutter such as posters, unnecessary kitchen items, books, games, etc., should be removed as well before the housing unit is occupied.

Before cleaning the premises:  Close off the housing unit. Open outside doors and windows and use ventilating fans to increase air circulation in the area. Wait 24 hours or as long as practical before beginning cleaning and disinfection.

**Needed Materials and Equipment:**

* Items needed to clean and disinfect the facility including: disposable disinfectant wipes (PDI AF3 sani-cloths may be used to disinfect environmental surfaces and equipment), disinfectant solution for mopping floors, mop bucket, mop stick, washable mop head,
* Personal Protective Equipment: isolation gown, eye protection including goggles or face shield, face masks, non-latex gloves
* Empty plastic liners to contain soiled linen, used disinfectant wipers and damp mops, and solid waste

When performing cleaning and disinfection of surfaces, always be mindful of manufacturer’s labels.  Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.

For electronics, use of alcohol-based wipes to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.

**Cleaning Guidelines**

* NEVER leave the area and return. Leave the area only when all cleaning is completed.
* NEVER use a counter brush or broom because of possible cross contamination that could occur through the bristles.

**Procedure**

* Gather necessary equipment and prepare disinfectant solution in mop bucket for hard floor surfaces
* Put on required PPE as listed using the proper sequence for donning PPE:

1. GOWN

* + Fully cover torso from neck to knees, arms to end of wrists, and wrap around the back
  + Fasten in back of neck and waist

2. RESPIRATOR or mask and respirator

* Secure elastic bands at middle of head and neck
* Fit flexible band to nose bridge
* Fit snug to face and below chin
* If using a surgical mask as well, secure ties or elastic bands at middle of head and back and fit mask snuggly over respirator

3. GOGGLES or FACE SHIELD

* Place over face and eyes and adjust to fit

4. GLOVES

* Extend to cover wrist of isolation gown
* Perform cleaning and disinfection one room at a time. Do not leave the room until all duties have been completed. This will minimize potential for cross contamination.
* Pick up all waste and disposable items in the room and place in the waste receptacle. Using both hands, remove the liner from the waste receptacle. Make sure the liner does not brush up against your body. Secure the top of the liner and place it by the door for disposal.
* Remove the pillowcase from the pillow and place the pillow aside. Carefully loosen the linen from the corners of the bed and roll it toward the center of the bed to make a neat bundle. Handle as if there were a needle inside. Rolling the linen into a bundle minimizes the amount of lint and dust going into the air. Place the rolled bundle of linen into a soiled linen hamper. Remove cubical curtain as required. Place any unused washcloths and bath towels from the restroom or bedside table, into the linen bag.
* Pick up all other waste and disposable items and place in waste receptacle
* High dust everything above shoulder level with a disposable disinfectant wipe:
* Damp wipe all surfaces in the room starting in one corner of the room and working your way around the room in a clockwise fashion in order to ensure no surface is overlooked. Areas to be cleaned include:
* Damp Wipe exterior and interior of dressers, tables, cabinets, chairs, and all other furniture. Please perform the following: Remove any contents from inside the drawers. Damp wipe the top, sides, and inside of dressers and cabinets. Make sure to clean the dust and debris from the corners of the drawers. Remove one drawer from the bed stand and check for spillage on the inside of the unit. Remove the drawers and clean as necessary. Damp wipe the front of the unit including the handles.
* Working on one side of the bed, damp wipe one-half of the headboard (front and back). Damp wipe half of the mattress. Damp wipe the bed frame and the bedrails on each side. Damp wipe the footboard. Working to the other side of the bed, complete the other half of the bed. Return the mattress to its normal position.
* Damp wipe behind the bed.
* Make sure to thoroughly wipe all cords and cables of electronics in the room
* Damp wipe the telephone receiver and base. Pay special attention to wiping the ear and mouthpiece of the telephone.
* Make sure to disinfect interior windows and mirrors as part of the cleaning process.
* Damp wipe trash receptacles.
* Ensure all surfaces on walls such as light switches and door handles have been disinfected
* For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and spray with disinfectant solution
* Use a mop to wipe all wall surfaces
* Use a mop to gather debris and to mop the floor. After mopping, remove the mop head and place it in a plastic bag for laundering. If the area is carpeted, spray disinfectant onto the carpet. Do not dust mop or sweep prior to damp mopping as this could cross contaminate bristles or risk causing particles to rise from the floor and re-contaminate surfaces.
* Damp wipe all the cleaning equipment in the room (including the mop solution bucket)
* Place all equipment, wipers, and waste by the door.
* Allow all surfaces to air dry
* Carefully remove all isolation clothing using the proper sequence for removing PPE.

1. GLOVES

* Outside of gloves is contaminated!
* Grasp outside of glove with opposite gloved hand; peel off
* Hold removed glove in gloved hand
* Slide fingers of ungloved hand under remaining glove at wrist
* Peel glove off over first glove
* Discard gloves in waste liner

2. GOGGLES and FACE SHIELD

* Outside of goggles or face shield is contaminated!
* To remove, handle by head band or ear pieces
* Place in designated liner for reprocessing or disinfection

3. GOWN

* Gown front and sleeves are contaminated!
* Unfasten ties
* Pull away from neck and shoulders, touching inside of gown only
* Turn gown inside out
* Fold or roll into a bundle and discard

4. MASK OR RESPIRATOR

* Front of mask/respirator is contaminated — DO NOT TOUCH!
* Grasp bottom, then top ties or elastics and remove
* If using a surgical mask and respirator, dispose of the surgical mask, place respirator in a liner to be disinfected
* Thoroughly wash your hands.

**Inspection Standards**

• All surfaces are visibly clean.

• Trash and linen is disposed of in accordance with facility guidelines.

• All equipment is cleaned with disinfectant solution.

Wash your hands.