

COVID-19 CLEANING AND DISINFECTION PROTOCOLS

Updated as of 05/18/2020

ENHANCED CLEANING AND DISINFECTION PROTOCOLS FOR WASHBURN

In alignment with public health recommendations, the University is taking steps to prevent community spread of COVID-19 by following enhanced cleaning and disinfection protocols.

ENHANCED CLEANING FOR PREVENTION

A. Expectations:

- i. Employees are expected to clean and disinfect their immediate work areas daily, and any common areas or shared equipment as assigned using the cleaning and disinfecting products provided.
- ii. Departments will clean and disinfect communal department areas as determined within the respective Operational Area Reopening Plans using cleaning and disinfecting products provided.
- iii. Facilities Services Custodial Department will clean and disinfect public spaces daily.
 - a. All cleaning chemicals should be requested through Facilities Services by submitting a [facilities work request order](#). No employees other than trained facilities services staff should be mixing any cleaning chemicals.
 - b. The University will maintain an adequate supply of soap, hand sanitizer, cleaning and disinfecting supplies to the best of their ability. Employees or departments need not purchase products unless otherwise directed.

B. General guidance:

- i. Increase the frequency of cleaning and disinfecting, focusing on high-touch surfaces, such as residence hall communal rooms, public restrooms, exercise rooms, library tables, buttons, handrails, tables, faucets, doorknobs, shared toys, and shared keyboards. Increased frequency of cleaning and disinfecting with attention to these areas helps remove bacteria and viruses, including the novel coronavirus.
- ii. Practice good hand hygiene after cleaning (and always!):
 - Wash hands often with soap and warm water for at least 20 seconds.
 - If soap and warm water are not readily available, use an alcohol-based hand sanitizer that contains at least 60% alcohol.

C. Safety guidelines during cleaning and disinfection:

- i. Gloves are recommended when cleaning and disinfecting. Gloves should be discarded after each use. Clean hands immediately after gloves are removed. If gloves are not available, clean hands immediately after disinfecting.
- ii. Wear eye protection when there is a potential for splash or splatter to the face.

D. Cleaning and disinfection of surfaces:

- i. Clean surfaces and objects that are visibly soiled first. If surfaces are dirty to sight or touch, they should be cleaned using a detergent or soap and water prior to disinfection.
- ii. Clean and disinfect surfaces as soon as possible in areas where a person with respiratory symptoms (e.g., coughing, sneezing) was present.
- iii. Use an [EPA-registered disinfectant](#) for use against the novel coronavirus. This list includes products pre-approved for use against emerging enveloped viral pathogens, or the list of disinfectants for use against COVID-19.
- iv. Follow the manufacturer's instructions for safe and effective use of all cleaning and disinfection products (e.g., dilution concentration, application method and contact time, required ventilation, and use of personal protective equipment).
- v. Consult manufacturer recommendations on cleaning products appropriate for electronics. If no guidance is available, consider the use of alcohol-based wipes or spray containing at least 70% alcohol. Use of alcohol-based products may reduce risk of damage to sensitive machine components. Whenever possible, consider using wipeable covers for electronics. Dry surfaces thoroughly to avoid pooling of liquids.
- vi. For soft (porous) surfaces such as carpeted floor, rugs, and drapes:
 - Remove visible contamination (if present) and clean with appropriate cleaners indicated for use on these surfaces.
 - After cleaning, launder items (as appropriate) in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely.
 - If laundering is not possible, use an EPA-registered disinfectant for use against COVID-19. Refer to the list of products pre-approved for use against emerging enveloped viral pathogens, or the list of disinfectants for use against SARS-CoV-2.

ENHANCED CLEANING AND DISINFECTION AFTER NOTIFICATION OF A CONFIRMED CASE OF COVID-19

This protocol is for cleaning and disinfection of areas where a person with COVID-19 spent time in University spaces. It is applied from *48 hours prior to the onset of symptoms until seven days have passed* since the person was present in a University space. Student Health Services will be responsible to notify Facilities Services to initiate this protocol.

After notification of a person with confirmed COVID-19 on a WU campus, the following cleaning and disinfecting protocol will be followed:

- A. Buildings and/or specific rooms and areas where a COVID-19 positive person spent time will be assessed on a case-by-case basis. The cleaning scope will be implemented based on the risk of potential contamination as determined by Campus Facilities, in coordination with the impacted department, WU Facilities, and/or Residential Life.

B. Facilities staff will do the following (as applicable):

- i. Communicate in writing the scope of cleaning to the individuals who may be responsible for cleaning.
- ii. Identify areas that require restricted access during and immediately following enhanced cleaning.
- iii. Communicate with impacted department(s).
- iv. Coordinate with building coordinators/managers.

C. When cleaning and disinfecting rooms with increased surface area due to a large numbers of desks, tables, and other furniture, and where a spray application of disinfectant is needed, Campus Facilities will notify the building coordinator in advance if the spraying will occur during normal work hours. Advance notice allows the building occupants to be apprised of the schedule for disinfection of the space and any areas that may require restricted access during cleaning.

D. The cleaning crew will:

- i. Follow the Enhanced Cleaning for Prevention guidance outlined in this document.
- ii. Open windows to the outside to increase air circulation, if possible.
- iii. If possible, wait 24 hours after the ill person was present in a space prior to beginning cleaning and disinfection.
- iv. If an outside contractor is used for cleaning and disinfection, the proposed scope of work, including the products and their respective safety data sheets (SDSs), and application methods must be reviewed by Campus Facilities prior to work commencing.

E. Wear the required personal protective equipment (PPE) during cleaning and disinfecting:

- i. Disposable gloves, gowns or a lab coat to protect contamination of clothing
- ii. Safety glasses/goggles when there is a potential for splashing/spraying the disinfectant
- iii. All staff must be fully trained on donning and doffing required PPE to prevent cross contamination.

F. Review the COVID-19 Chemical Disinfectant Safety Information guide to potential health hazards and the recommended protective measures for common active disinfectant agents.

Resource Materials:

[CDC response plans for Institutions of Higher Education](#)

[CDC recommendations for confirmed or suspected cases of COVID- 19 in healthcare settings](#)

[CDC recommendations for confirmed or suspected cases of COVID-19 in households](#)

[CDC cleaning and disinfecting to slow spread of flu](#)

[CDC Cleaning and Disinfection after Persons Suspected/Confirmed to Have COVID-19 Have Been in the Facility](#)

[Persistence of Coronaviruses on Inanimate Surfaces and their Inactivation with Biocidal agents](#)