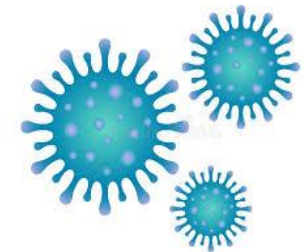**Coronavirus Disease 2019 (COVID-19)
Train the Trainer
Housekeeping Practices**

Overview Coronaviruses /COVID-19

- Coronaviruses are a large family of viruses which may cause illness in animals or humans.
- In humans, coronaviruses cause mild to severe respiratory symptoms, example of viruses causing large outbreaks:
  - Middle East Respiratory Syndrome (MERS)
  - Severe Acute Respiratory Syndrome (SARS)
  - The most recent is **coronavirus causing COVID-19**

COVID-19 Spread

- Person to person through small droplets from the nose or mouth (coughing, sneezing, or speaking) ⟶ safe distancing, and wearing required PPE in hospital setting

- Touching contaminated objects or surfaces, then touching the eyes, nose or mouth ⟶ Hand hygiene, sanitization

- Ongoing research on modes of COVID-19 transmission

Contact/Droplets Precautions

Before entering the isolation room of the patient:

Hand Hygiene before wearing PPE

1. **Gown:** to protect clothes
2. **Surgical mask:** to protect from respiratory droplets
3. **Goggles/Face shield:** to protect from respiratory droplets
4. **Gloves:** to prevent contamination

Post Isolation sign at room entrance

CONTACT AND DROPLET PRECAUTIONS

إحتياطات الإتصال والرذاذ

BEFORE ENTERING THE ROOM:

قبل دخول الغرفة:

Clean your hands.

نظف يديك.

Wear the protective gown.

قم بارتداء الرداء الواقي.

Wear face mask/ Wear N95 mask for aerosol generating procedures [AGP]).

إرتد القناع الطبي/ إرتد قناع التنفس الخاص N95 للAGP.

Wear goggles or face shield.

قم بارتداء النظارات الواقية أو واقي الوجه.

Wear gloves.

إرتد القفازات.

BEFORE LEAVING THE ROOM:

قبل مغادرة الغرفة:

English	العربية
Remove gloves.	قم بنزع القفازات الواقية.
Remove the protective gown.	قم بنزع الرداء الواقي.
OUTSIDE PATIENT ROOM	**خارج غرفة المريض**
Clean your hands.	نظف يديك.
Remove goggles or face shield.	قم بنزع النظارات الواقية أو واقي الوجه.
Remove face mask/ N95 mask.	قم بنزع القناع الطبي/قناع التنفس الخاص N95.
Clean your hands.	نظف يديك.

الاستحمام قبل الخروج من المستشفى أو عند الوصول الى البيت

إستخدام حذاء خاص للمستشفى فقط

ما يجب ولا يجب القيام به
توصيات لإستخدام كمامات الوجه

تحمي الكمامة ذات الاستخدام الواحد مرتديها من قطرات الرذاذ التي قد تكون معدية.
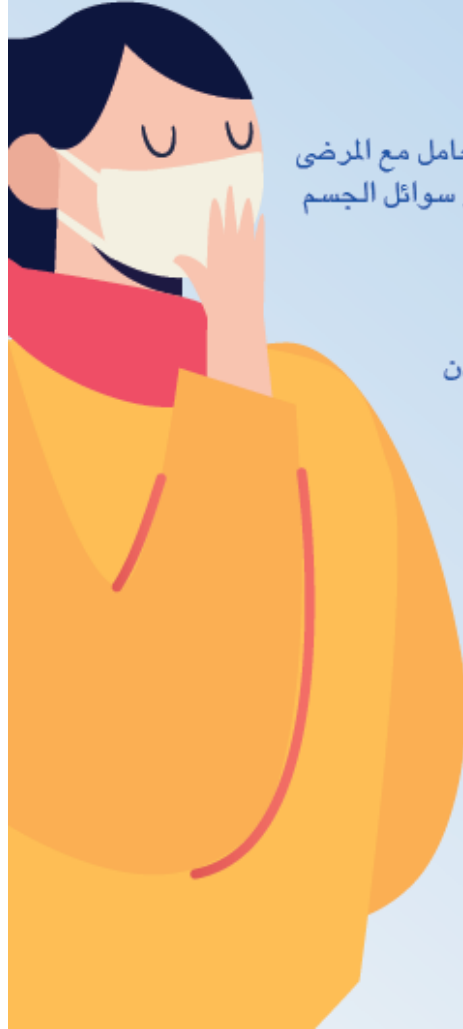
✅ قم بالتالي

- إرتدِ كمامة للوجه لحماية نفسك من القطرات المعدية عند التعامل مع المرضى الخاضعين لعزل الرذاذ أو أثناء الاجراءات المسببة لإنتشار الدم أو سوائل الجسم
- إرتدِ كمامة لحماية الآخرين إذا كنت تسعل أو تعطس
- قم بتأمين الكمامة لتغطية الفم والأنف
- قم بإزالة ورمي الكمامة عند الباب قبل مغادرة غرفة المريض
- تخلص من الكمامة بشكل صحيح عن طريق لمس حلقات الأذن أو الأشرطة فقط
- قم بتغيير الكمامة عندما تكون مبللة أو الملوثة
- قم بتنظيف اليدين قبل وبعد إزالة الكمامة

❌ لا تقم بالتالي

- لا تترك الكمامة معلقة حول الرقبة أو معلقة من أذن واحدة
- لا تلمس الجزء الأمامي من الكمامة لأنه ملوث
- لا ترتدي الكمامة إذا كانت مبللة أو متسخة، قم بتأمين كمامة جديدة

Cleaning Protocols COVID-19 unit

Train housekeeping staff on the essential cleaning/disinfection activities using the hospital approved detergent/disinfectant solution as per manufacturer's instructions:

- ✓ Clean/disinfect patient rooms once per day or as needed

- ✓ Wipe high touch surfaces outside the patient rooms every 2 hours (door   handles, chairs, desks, etc.…)

- ✓ Decontaminate equipment during patient stay: Daily by assigned staff

Patients Room Cleaning in COVID-19 in-patients units

- Place a <u>Wet Floor Sign</u> at the entrance to the room prior to starting works

- Perform hand hygiene

- Put on the required PPE as directed by the isolation precaution sign

- Close the door after you enter the room

- Use both hands to pull the bags from the waste receptacles and put the waste bin near patient's room door

Use a new clean damped cloth with the approved solution and start in damp wiping as follows:

Start with the door and work around the room in a circular

- Damp wipe telephone paying special attention to wiping the ear and mouth pieces.
- Wipe patient's phone table paying special attention to the drawers handles.
- Wipe patient's food table.
- Wipe the headboard, bedrails, and footboard.
- Replace damp cloths when visibly soiled.

Patients Rooms Cleaning in COVID-19 in-patient Units

- Wipe visitor's chairs and other furniture

- Damp wipe door and frames from top to bottom

- Wipe all exterior of closets, television, clock, windows and frame (never open drawers or closets)

- Wipe waste bins from the outside to the inside and insert new bags

Restroom Cleaning

Clean the restroom as per below steps:

- Remove trash
- Clean surfaces from top down
- Clean all fixtures
- Polish chrome and metal surfaces, clean mirrors
- Flush the toilet
- Clean the top of the toilet seat first
- Spray the disinfectant solution into the toilet, use the bowl swab to clean the inside of the bowl starting at the lip down to the bottom.

Restroom Cleaning

- Use only a <u>dedicated or special color codded cloth</u> for bathroom cleaning

- Do not use the cleaning cloth again after cleaning the toilet

- Mop the floor starting in the far corner and working back toward the door

- Wring out another mop in a bucket of germicidal solution and begin mopping the room floor in the far corner of the room and work back toward the entrance

- Remove the wet mop head, after damp mopping the floor, and place in a yellow plastic bag for laundering

- Disinfect all used equipment and return it to the cleaning cart.

- Use new cleaning cloths and mops for each room.

- Do not use toilet cloth and mops in the patient room and vice versa.

- Never leave the isolation area and return.

- Leave the area only when all cleaning is completed.

Methods for Discharged Rooms

- After discharge of the patient, conduct thorough manual cleaning/disinfection
  - Use hydrogen peroxide (H2O2 decontamination using the appropriate device if available) OR
  - Use Bleach for terminal cleaning
- Available equipment shall be decontaminated by Housekeeping staff.

- Place the contaminated waste into biohazardous bag.
- Close the bag by tying it with a knot.
- Place the waste Bag into a rigid waste bin/container.
- Place the waste collected in the dirty utility room.

- Place waste collected from patients' rooms in the dirty utility in the floor.

- Disinfect exterior surface of the bags with 10% bleach solution.

- Transfer waste bins from dirty utility to a central waste room using a dedicated elevator/pathway or dedicated schedule.

- Clean and disinfect elevators following each trip.

- Disinfect waste bins transported using hospital approved detergent disinfectant.

- Store COVID-19 waste in separate labeled containers and ensure daily collection by designated companies.