

Guidance for Cleaning and Disinfection of Public and Private Facilities

What steps should be taken to clean and disinfect against COVID-19?

- All settings should continue performing routine cleaning. High-risk locations (see below) warrant cleaning and disinfection on a regular schedule.
- If an individual with laboratory confirmed COVID-19 was symptomatic while in a facility: Clean and disinfect throughout the area.
- To help prevent spread of COVID-19, procedures and supplies should be in place to encourage proper hand and respiratory hygiene as well as routine cleaning and disinfection of high-risk locations. This guidance is provided for any public or private facility so that owners, operators, and other individuals can incorporate these procedures into their facility cleaning protocols.

Hand Hygiene:

Signage with handwashing procedures should be posted in multiple prominent locations promoting hand hygiene.

Regular hand washing with soap and water for at least 20 seconds should be done:

- Before and after eating
- After sneezing, coughing, or nose blowing
- After using the restroom
- Before handling food
- After touching or cleaning surfaces that may be contaminated
- After using shared equipment and supplies like electronic equipment such as keyboards, mice, and phones

If soap and water are not available, use an alcohol-based hand sanitizer that contains at least 60% alcohol. Use of alcohol-based hand sanitizers by children should always be supervised by adults.

Respiratory Hygiene:

- Covering coughs and sneezes with tissues or the inside corner of elbow
- Dispose of soiled tissues immediately after use
- Wearing a protective mask may also improve the risk of protection

Examples of Frequently Touched Surfaces Requiring Additional Cleaning:

- Desks and chairs
- Counters, tables, and chairs
- Door handles and push plates
- Handrails
- Kitchen and bathroom faucets
- Appliance surfaces
- Light switches
- Handles on equipment (e.g., carts)
- Remote controls
- Shared telephones
- Shared computers, keyboards, and mice
- Shared electronics and phones

Note:

Computer keyboards are difficult to clean due to the spaces between keys and the sensitivity of its hardware to liquids. When shared, they may contribute to indirect transmission. Locations with community use computers should provide posted signs regarding proper hand hygiene before and after using the computers to minimize disease transmission. Also, consider using keyboard covers to protect the hardware against spills and facilitate cleaning.

Routine Cleaning:

As part of standard infection control practices, routine cleaning should be rigorous and ongoing, and time should be allocated for individuals to routinely clean. Surfaces touched most frequently should be prioritized for routine cleaning because these surfaces can be reservoirs for germs and an exposure pathway for transmission to people through contact with these surfaces.

Examples of Priority Areas for Routine Cleaning include:

- High contact surfaces that are touched by many different people, such as light switches, handrails, and doorknobs/handles.
- Dust- and wet-mopping or auto-scrubbing floors.
- Vacuuming of entryways and high traffic areas.
- Removing trash.
- Cleaning restrooms.
- Wiping heat and air conditioner vents.
- Spot cleaning walls.
- Spot cleaning carpets.

- Dusting horizontal surfaces and light fixtures.
- Cleaning spills.
- Regular cleaning and laundering of linens.

Identify and routinely clean and disinfect high risk locations even before a confirmed case of COVID-19 occurs.

Examples of high-risk locations include:

- First Aid Station / Health Office:
 - Clean and disinfect health cots regularly (after each use)
 - Cover treatment tables and use pillow protectors
 - Discard or launder coverings after each use
- Restrooms:
 - Clean and disinfect all restroom surfaces, fixtures, doorknobs, push plates, and switches (at least once daily in low use office areas, increasing to hourly or every other hour in high volume areas).
- Dining Areas:
 - Clean and disinfect counters, tables, and chairs regularly, deep clean at closing.
- Other Frequently Touched Surfaces:
 - Clean and disinfect frequently touched surfaces on a periodic schedule.
- Cleaning and Disinfecting:
 - Cleaning removes germs, dirt and impurities from surfaces or objects.
 - Disinfecting kills germs on surfaces or objects.

Individuals should use all personal protective equipment (e.g. gloves) as recommended on the product labels. Carefully read and follow all label instructions for safe and effective use.

Cleaning & Disinfection Process:

Step 1: Cleaning:

Always clean surfaces prior to use of disinfectants to remove soil and germs. Dirt and other materials on surfaces can reduce the effectiveness of disinfectants. Clean surfaces using water and cleaning agent to remove soil and germs. For combination products that can both clean and disinfect, always follow the instructions on the specific product label to ensure effective use.

Step 2: Disinfecting:

Cleaning of soiled areas must be completed prior to disinfection to ensure the effectiveness of the disinfectant product. Use only listed EPA registered products identified as effective against COVID-19. The disinfectant should be commercial grade.

If these products are unavailable, disinfect surfaces using an EPA- registered disinfectant labeled to be effective against rhinovirus and/or human coronavirus. If these commercial products are also unavailable, it is acceptable to use fresh 2% chlorine bleach solution (1 tablespoon of bleach in 1 quart of water). The contact time for bleach solution is at least one minute of surface contact time.

The bleach solution will break down over time and become less effective. Prepare a new bleach solution daily or at the beginning of a new shift using cool water, not hot. Do not exceed the 2% solution ratio or damage to surfaces may occur.

- Label directions must be followed when using disinfectants to ensure the target viruses are effectively killed. This includes adequate contact time (i.e., the amount of time a disinfectant should remain on surfaces to be effective), which may vary between five and ten minutes after application.
- Disinfectants that come in a wipe form will also list effective contact times on their label.
- For disinfectants that come in concentrated forms, it is important to carefully follow instructions for making the diluted concentration needed to effectively kill the target virus; more is not better. This information can be found on the product label.
- Depending on the disinfectant agent a wet wipe allowed to air dry may meet the disinfectant contact timeframe.
- Polishing chrome to shine following disinfecting, such as on bathroom sink faucets, will remove the disinfectant agent rendering the sink faucet unprotected.

Step 3: Disposal:

Place all used gloves and other disposable items in a bag that can be tied closed before disposing of them with other waste. Wash hands with soap and water for at least 20 seconds immediately after removing gloves or use an alcohol-based hand sanitizer if soap and water are not readily available. Wash with soap and water as soon as available.

Soap and water should always be used if hands are visibly soiled.

Procedures and Training:

If a laboratory confirmed case of COVID-19 was in a facility:

- Perform cleaning and disinfection of all surfaces throughout the area.
- Cleaning and disinfection should be conducted by staff or individuals trained to use products in a safe and effective manner.
- Staff training should be ongoing to ensure procedures for safe and effective use of all products are followed.

- Staff training assures that individuals are reminded to read and follow use and safety instructions on product labels, and to refer to the SDS sheets when questions arise.
- Training should also identify the use and location of all personal protective equipment (e.g., gloves) to be used.
- Staff training should also include when and how to properly wash hands using soap and water, and that hand sanitizer is not a substitute for hand washing.

Resources:

1. CDC Coronavirus homepage: <https://www.cdc.gov/coronavirus/2019-ncov/>
2. CDC Cleaning & Disinfecting your Facility: <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
3. EPA Registered Disinfectants for use Against CoVid-19: <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>