

# Are You Prepared for a New Level of Clean in Your Facilities?

Cleaning Beyond the COVID-19 Crisis



## What is your current **hand hygiene** program?

Proper hand hygiene is the best defense against spreading disease. It remove germs, helps you avoid getting sick, and prevents the spread of germs to others. Having a complete hand hygiene program is an essential part of a healthy, safe facility.

- Hand Washing Education
- Behavior Modification Tools
- Hand Sanitizer in Strategic Locations
- Healthy Hand Drying



## What is your **process for sanitizing** your soft surfaces?

Upholstered furniture, carpet, and more, need to be sanitized to help lower the number of germs on the surface. Having processes and the right products to do this needs to be a part of your regular cleaning program.

- Upholstered Furniture
- Carpet
- Fabric Cubical Panels
- Curtains



## What are your **procedures for disinfecting**?

Having specific procedures for disinfecting is important to reduce germs and keep your facility healthy and safe. Not all disinfectants are the same and having the right EPA-approved product, knowing the dwell time that is necessary to kill viruses and germs, and the frequency needed for cleaning different areas, is essential.

- High Touch Areas
- Dwell Time of Your Products
- Daily and Weekly Protocols
- Efficacy of Your Products
- Proper Tools
- Electrostatic Disinfecting



## What **training procedures** do you have in place for your staff?

Making sure your front line cleaning staff and supervisors have consistent training on products and procedures can help to improve cleaning quality and give you greater efficiencies. Having a baseline of your current training, and then optimizing it with the best procedures and products, can make a significant impact on your organization.

- Current Cleaning Baseline
- Managing Your Budget
- Optimize Baseline to Meet New Standards
- Personal Protective Equipment
- Proactive Team Communication
- Public Relations

# Know the Difference Between Cleaning, Disinfecting, and Sanitizing



**Cleaning removes germs**, dirt, and impurities from surfaces or objects. Cleaning works by using soap (or detergent) and water to physically remove germs from surfaces. This process does not necessarily kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.



**Sanitizing lowers the number of germs** on surfaces or objects to an acceptable level, as judged by public health standards or requirements. This process works on objects to lower the risk of spreading infection.



**Disinfecting kills germs** on surfaces or objects. Disinfecting works by using chemicals to kill germs on surfaces or objects. Use an EPA-registered disinfectant with efficacy for the results you are trying to achieve, and what the necessary dwell times are to be effective to achieve those results.

## CLEANING AND DISINFECTING CHECKLIST HIGH TOUCH AREAS:

### OFFICES AND LOBBYS

- Desks, tables, and chairs
- Waiting area furniture
- Coffee pots / Keurigs
- Door handles, push plates and railings
- Computer keyboards and mice
- Phones, iPads, touchscreens and other electronics
- Community supplies, dispensers and pencil sharpeners
- Cabinets, bookshelves, and storage units
- Counter tops and other horizontal surfaces
- Children's play area items
- Trash receptacles
- Light switches

### TRANSPORTATION

- Steering wheel
- Dashboard and controls
- Handheld scanners
- Door handles
- Vehicle seats and consoles

### BREAKROOMS AND CAFETERIA

- Counters / Horizontal surfaces
- Kitchen equipment, microwaves, coffee pots, and fridge
- Sink faucets, handles, fixtures and dispensers
- Drinking fountains and vending machines
- Tables and chairs
- Door handles, push plates and railings
- Trash receptacles touch points

### RESTROOMS

- Door handles, sink faucets, stall handles and toilet handles
- Towel dispenser handles / buttons
- Soap dispenser push plates
- Trash receptacles touch points
- Stall / partition walls

### WORK STATIONS

- Computers and touch screens electronics
- Employee shared tools
- Forklifts and pallet jacks
- Work benches and chairs
- Counters / Horizontal surfaces