FOR FACILITIES/CUSTODIAL/OUTSIDE VENDORS: PROPER DISINFECTION OF AREAS WITH CONFIRMED/SUSPECTED CASES OF COVID-19

The following information provides guidance on environmental cleaning and disinfection for rooms and areas with exposure to suspected or confirmed cases of COVID-19. The objective of these guidelines is to reduce the survival of the novel coronavirus SARS-CoV-2 that may be present in the environment and minimize the risk of exposure to staff responsible for cleaning. The recommendations included in these guidelines have been adapted from the CDC guidelines for non-healthcare facilities.

All faculty, staff and students should immediately notify Yale Environmental Health and Safety (EHS) at 203-785-3555 for tracking of incident reporting. Provide the location on campus that had potential COVID-19 exposure and contact information. These areas will require enhanced cleaning.

When notified of an area on campus that requires enhanced cleaning for COVID-19, the area should be vacated and secured for at least three days before cleaning begins if possible. Leaving the area unoccupied allows the virus to be removed via normal environmental exposure. A restricted access sign (located at the end of this document) should be placed on the door of the area that requires cleaning.

Required Materials
- Disposable gloves and gowns
- Safety glasses
- Disinfectant with efficacy against COVID-19 (https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2).
- Wipes
- Trash bags
- Product to perform hand hygiene (soap and water or hand sanitizer containing 60%-95% alcohol).

Cleaning and disinfecting surfaces
- Allow fresh air to circulate in the area, outside doors and windows should be opened when possible.
- Wear disposable gloves when cleaning and disinfecting surfaces. Gloves should be removed aseptically and discarded after cleaning, followed by washing hands for 20 seconds with water and soap.
- Yale Facilities approved disinfectants that are registered with the EPA as effective against novel coronavirus should be used for all cleaning.
  - Diluted household bleach solutions can be used, if appropriate for the surface. Follow manufacturer instructions for application and proper ventilation. Check to ensure the product is not past its expiration date.
    - Prepare a bleach solution by mixing:
      - 5 tablespoons (1/3 cup) bleach per gallon of water or
      - 4 teaspoons bleach per quart of water
  - Products with EPA-approved emerging viral pathogen claims are expected to be effective against COVID-19 based on data for harder to kill viruses. Follow the manufacturer instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).
Below are the processes that should be followed when cleaning specific areas on campus:

- **Restroom Cleaning:** Facilities, custodians and housekeepers should disinfect all sinks, toilets and toilet handles, door knobs, urinals and urinal handles, paper towel and soap dispensers, floors, stall handles, changing tables and door handles.

- **Interior and Exterior of Building:** All door handles, elevator call buttons, door push plates, desks, conference tables, chairs, light switches, water fountains, bottle fill stations and all high-touch surfaces should be cleaned and disinfected.

- Protexus electrostatic sprayers should be used, when applicable, to ensure appropriate surface coverage.
- 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.
- During the cleaning process, all surfaces should have the appropriate contact time with disinfectant as indicated by the manufacturer. This can be ensured by leaving the surfaces to air dry.

**Personal protective equipment (PPE)**

- All employees must wear university-approved disposable gloves (i.e. nitrile, latex, or latex-free), when performing all cleaning.
- Gloves should be changed frequently and hand hygiene should be performed after glove removal. Hand hygiene can be performed using either hand sanitizer that contains 70% alcohol or washing hands with soap and water for 20 seconds.

**Notify the Following Departments**

- Yale Health should be notified to provide advice for individuals potentially exposed, along with assistance for contact tracing. They can be reached at 203-432-6604.
- Department Chair, Lead Administrators, Principal Investigators or other leadership so that they are aware of the issue.
- Yale Facilities at 203-432-6888
- Yale EHS at 203-785-3555

**Resources**

- CDC Guidance for Institutions of Higher Education: Plan, Prepare, and Respond to Coronavirus Disease
- CDC Guidance for Schools, Workplaces & Community Location Communities Facilities to COVID-19
- CDC Handwashing Information

For EHS COVID-19 Preparedness Information including FAQs, visit [https://ehs.yale.edu/covid-19](https://ehs.yale.edu/covid-19).

If you have any questions, please contact EHS at ehs@yale.edu or 203-785-3550.
DO NOT ENTER!!!

DATE: _________
TIME: _________

Entry restricted to authorized personnel only.
EHS and Facilities have been notified.
Call Facilities: 203-432-6888
or
Yale EHS: 203-785-3550
For more information.

Action: ____________  Date: ____________