

# COVID-19 Recommendations for Facilities Housing Guests Overnight

(includes rooming houses, boarding homes, SROs, etc)



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## ENCOURAGE SOCIAL DISTANCING AND GOOD HYGIENE

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Discourage staff, residents, and guests from gathering or socializing in groups including child-care arrangements. Discontinue communal dining and transition to delivering meals to residents in their rooms, or explore other food service options. Encourage people to maintain the recommended 6ft from one another.



Make decisions about postponing or canceling planned events. Consult local authorities on operational restrictions and group size limitations.



Urge residents and staff to clean hands thoroughly and avoid touching their eyes, nose, or mouth with unwashed hands. Reinforce washing of hands after blowing one's nose, using the restroom, before eating or preparing foods, after contact with animals, and before and after providing care for another person.



Ensure your facility has adequate supplies (e.g. soap, paper towels, hand sanitizer, tissues) to support healthy hygiene practices. Health promotion materials are available online from the CDC and can be placarded throughout the facility: <https://www.cdc.gov/handwashing/materials.html>

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## INTENSIFY CLEANING AND DISINFECTION EFFORTS

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Clean and disinfect surfaces and objects frequently touched, but often overlooked such as doorknobs, light switches, sink handles, countertops, push bars, elevator buttons, etc. Provide disposable wipes to staff for commonly used surfaces (e.g. keyboards, remotes, tables, phones, desks).



If surfaces are dirty, they should be cleaned with soap and water prior to disinfection. EPA-registered disinfectants should be effective, as well as a preparation of bleach solution using 1/3 cup bleach per gallon of water. Follow the instructions on the product label.



Electronics—Pay attention to touch screens, card readers, and ATM Machines. Consider wipeable covers for devices.

Laundry—Use warmest appropriate water setting and dry items completely. If someone at your facility is ill, wear disposable gloves when handling their items and wash hands upon glove removal. **DO NOT SHAKE** their laundry which can be washed with others' items. Clean and disinfect all hampers, bins, and chutes.

Trash—Use gloves when removing garbage bags and handling trash. Wash hands afterwards. If someone at your facility is ill, provide a dedicated lined can for that person and use appropriate PPE when handling their trash.

## OPERATIONAL GUIDANCE FOR OWNERS AND MANAGERS



Educate residents and staff to recognize symptoms of COVID-19. Provide instruction on what to do if they develop symptoms such as fever and respiratory infection.

- If symptoms develop in workers, they should immediately put on facemask, notify supervisor, and leave workplace. **Instruct workers to stay home if ill.**
- If residents fall ill with severe respiratory infection, isolate the ill individual and mask them, if available. Promptly notify the Health Department by calling 412-687-ACHD. The Department will assist by providing information on COVID-19 testing and resources to help other people under orders to quarantine.



Monitor and plan for absenteeism. Review attendance and sick leave policies. Identify critical job functions and plan for alternative coverage by cross-training. Alert Health Department about large increases in absenteeism due to respiratory illnesses which may indicate community transmission.



Minimize face-to-face interactions. Provide alternative ways to provide services and mitigate risk, such as transitioning services from in-person to distance-based formats such as electronic communications. However, be sure to consider the potential lack of employee and resident access to computers and the internet.



Develop policies for worker protection and provide training prior to assigning cleaning tasks, including what personal protective equipment (PPE) to use and how to put on, take off, and dispose of PPE. Ensure staff are trained on hazards of chemicals in the workplace, and are familiar with their respective MSDS.



Consider when to stop, scale back, or modify building operations to protect safety of staff, residents, and equipment. Make sure ventilation systems are fully operational including adequate introduction and circulation of fresh air.

FOR MORE INFORMATION VISIT: [WWW.ALLEGHENYCOUNTRY.US/CORONAVIRUS](http://WWW.ALLEGHENYCOUNTRY.US/CORONAVIRUS)