



Updated: May 8, 2020

## Enhanced Cleaning Checklist

The amount of time COVID-19 can live on surfaces is still unclear, however, evidence suggests that COVID-19 can live up to several days depending on the type of surface. Enhanced cleaning of public spaces and work places can reduce the likelihood of COVID-19 staying on surfaces.

- Use a damp clean cloth or wet mop (do not dust or dry wipe down).
- Follow manufacturer's instructions for safe use.
- Appropriate contact-time with surface to kill germs (as directed by product used).

### High touch surfaces must be frequently disinfected (as applicable):

- |                                                                            |                                                     |
|----------------------------------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> Door knobs                                        | <input type="checkbox"/> Other high touch surfaces: |
| <input type="checkbox"/> Counter tops                                      | <input type="checkbox"/> _____                      |
| <input type="checkbox"/> Electronics (Debit machines, remote controls)     | <input type="checkbox"/> _____                      |
| <input type="checkbox"/> Tables                                            | <input type="checkbox"/> _____                      |
| <input type="checkbox"/> Handrails                                         | <input type="checkbox"/> _____                      |
| <input type="checkbox"/> Elevator buttons (or other high touch buttons)    | <input type="checkbox"/> _____                      |
| <input type="checkbox"/> Light switches                                    | <input type="checkbox"/> _____                      |
| <input type="checkbox"/> Handles (faucet, toilet, cabinet, etc.)           | <input type="checkbox"/> _____                      |
| <input type="checkbox"/> High touch equipment                              | <input type="checkbox"/> _____                      |
| <input type="checkbox"/> Personal Protective Equipment (i.e., Face shield) | <input type="checkbox"/> _____                      |

### Once used/contaminated:

- Disposable cloths or cleaning items are put in garbage bag and disposed of.
- Re-usable cloths or cleaning items are washed in hot water (60-90 degrees) with regular laundry soap.
- Wash hands with soap and water or use alcohol-based hand sanitizer after cleaning.

### Supporting Hand Hygiene:

- Liquid hand soap and paper towel is stocked and available at all sinks.
- Alcohol-based hand sanitizer (70% alcohol) is available and accessible to staff and clients.
- Alcohol-based hand sanitizer available at point of care (if applicable).
- Alcohol-based hand sanitizer containers are full.

Date \_\_\_\_\_ Time of cleaning \_\_\_\_\_

Employee initial \_\_\_\_\_



## How to Choose or Make a Disinfectant

Bleach solutions, quaternary ammonium (QUAT), alcohol (70 per cent) and peroxide are common disinfectants. Vinegar, tea tree oil solutions, etc. are not proven to be effective disinfectants.

### Store bought pre-mixed disinfecting cleaning solutions

- Choose products that both cleans and disinfects. Disinfectant products kill germs on surfaces with chemicals whereas general cleaning products removes germs and dirt but does not guarantee that germs are killed.
- Must be approved hard-surface disinfectant with an 8 number Health Canada Drug Identification Number (DIN).
- Always read and follow manufacturer's instructions for safe use.
- The manufacturer's recommended contact time (i.e. how long the surface remains wet) must be met if using disinfectant wipes. Disinfectant wipes are not recommended for heavily soiled surfaces.

### How to Use Bleach to Make a Disinfectant

Household bleach mixed with water is a great disinfectant as it is effective and inexpensive. Bleach can be mixed into different concentrations for the different surfaces in your home.

Level of Disinfection Solution (ppm)	Low-level (100ppm)	Intermediate (1000 ppm)	High-level (5000 ppm)
Should be used to Disinfect	<ul style="list-style-type: none"><li>• Children's toys</li><li>• Dishes</li><li>• Utensils</li><li>• Countertops</li></ul>	<ul style="list-style-type: none"><li>• Toilet seats</li><li>• Handles</li><li>• Change tables</li><li>• Light switches</li><li>• Door knobs</li><li>• Tables</li><li>• Faucets</li><li>• Sinks</li></ul>	<ul style="list-style-type: none"><li>• Large blood spills</li><li>• Bodily fluid spills</li></ul>
How to Make Solution	<ul style="list-style-type: none"><li>• ¼ tsp household bleach</li><li>• 2 cups of water</li></ul>	<ul style="list-style-type: none"><li>• 4 tsp household bleach</li><li>• 4 cups of water</li></ul>	<ul style="list-style-type: none"><li>• ¼ cup household bleach</li><li>• 2 ¼ cups of water</li></ul>

### Important Tips When Using Bleach

- Always wear gloves to protect your skin from bleach.
- Clean items or surfaces with soap and water before disinfecting with bleach. This removes the dirt and grime. Do not mix soap or other cleaners into bleach and water solutions.
- Do not mix bleach with any other chemicals – this can be very dangerous.
- Do not keep bleach solutions as they will lose their strength overtime.
- Leave the bleach solution on surfaces for at least 1 minute before wiping away.
- Always use appropriate PPE for working with bleach, including protective gloves.