Guidance for Work Unit Cleaning & Disinfection to Prevent the Spread of COVID-19

The Centers for Disease Control and Prevention (CDC) advises enhanced cleaning and disinfection of workplaces to minimize the spread of COVID-19. Campus custodians will continue operations on campus with greater focus on common areas and more frequent disinfection of high-touch surfaces. These include but are not limited to public restrooms, elevator buttons and doors, handrails, and door handles.

In order to protect our campus employees, students, and visitors, work units should develop a cleaning and disinfection plan to protect the persons in their area. This guidance applies to general campus work units. Where more specific guidance exists for specialized work settings such as clinical or food service settings, such specific guidance should take priority and be followed. If you have questions regarding this guidance, please address them to eoh@uhs.wisc.edu.

Work Unit Cleaning Guidance

1. **Develop a cleaning and disinfection plan and assign and train staff to implement the plan**

   Following the steps below, develop written procedures and staff assignments to implement your work units cleaning plan.

2. **Be sure surfaces are visibly clean**

   Before applying a disinfectant, surfaces that are visibly soiled must be cleaned with a mild detergent first. Make sure surfaces are thoroughly rinsed before applying disinfectants.

3. **Focus on high contact surfaces**

   Each campus unit will be responsible for the regular cleaning and disinfection of its work area, tools and equipment. Examples of items to target for cleaning include:

   - Shared tables
   - Door knobs
   - Light switches
   - Countertops
   - Handles
   - Desks
   - Phones
   - Keyboards
   - Touch screens
   - Shared instrumentation

   Upholstered materials will be more difficult to disinfect; however, unless they have frequent contact with hands or face, they likely do not represent a high risk of transmission. Follow recommended laundering or washing practices using the highest temperature as appropriate. SARS-CoV-2 does not survive on most surfaces beyond 72 hours. If seven days have passed since a room or item has been
used, additional disinfection is not necessary. Be sure to follow manufacturer’s recommendations for cleaning equipment.

4. Select a disinfectant suitable for SARS-CoV-2

Campus has selected Oxivir Tb as a disinfectant solution which will be available for departmental and class room use. It is listed as a CDC recommended product on the EPA website for its effectiveness for Covid -19.

Users are cautioned to read the label and use only as directed. It is intended for use on non-porous surfaces.

Proper use requires the heavily soiled surfaces to be clean of foreign material before using Oxivir TB. The surfaces could be cleaned with any normal soap solution or cleaning product.

The “contact” or dwell time for killing the Covid -19 Virus with Oxivir Tb is one minute. The surfaces should be sprayed from 6 – 8 inches and for full effectiveness, the surface needs to remain wet for one minute. After a minute, the surface can be wiped dry, rinsed or allowed to air dry.

Gloves or other PPE are not required for this product but users should wash their hands after using the product.

There are other disinfectants that are effective against SARS-CoV-2 (the virus responsible for the illness COVID-19). These can be found at the following USEPA website: https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19

If an alternative product is selected, the safety data sheet must be reviewed and followed and appropriate personal protective equipment shall be used. When cleaning electronics or equipment, ensure disinfectant used follows manufacturer recommendations.

5. Review the Safety Data Sheet for the product

Be familiar with the hazards and requirements associated with the product used. Check to be sure the necessary personal protective equipment is available and used.

6. Follow the appropriate contact time

After a work surface is verified to be visibly clean and wiped with disinfectant, the surface must be kept damp with the disinfectant product for the time recommended on the label.

7. Bleach Use

Bleach is readily available, but must be used carefully to be safe and effective. Each brand of bleach is different. Follow the label for dilution instructions for disinfection. Eye protection is
recommended. Bleach solution contact times usually range from 1 to 5 minutes. Bleach solutions lose potency quickly; remake your bleach solution daily if it is in a spray bottle and every 2-4 hours if it is in an open bucket. **Never** mix bleach with other cleaning products.

8. **Handwashing**

Hands should be washed for 20 seconds following cleaning and removal of PPE. Use existing handwashing facilities when possible. When not feasible, alcohol-based hand sanitizer can be used.

9. **Cleaning after a symptomatic or infectious case**

If a person diagnosed with COVID-19 enters an area on campus, the area should be isolated for a minimum of 48 hours and EHS should be notified. Upon notification EHS will work with UHS to determine appropriate cleaning practices and coordinate with the building manager and departments on implementation.

Reference: