

Chapter Facility Cleaning Guidelines

The Centers for Disease Control and Prevention (CDC) has issued guidelines for cleaning homes and community facilities. Chapter facilities are a blend of homes and community facilities and thus the following protocol is required of chapters for daily disinfecting cleanings.

More information can be found:

- <https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>
- https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cleaning-disinfection.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprepare%2Fcleaning-disinfection.html

Supplies

Chapter facilities will be provided with the following items when available.

- Disposable gloves
- Paper Towels
- Disinfectants
- Hand Sanitizer
- Antibacterial hand soap
- Trash bags
- Bleach
- Spray Bottle

The chapter must utilize [EPA-approved disinfectants](#) when available. If a chapter is running low on supplies, they must notify WPN staff immediately by submitting a work order request on [Buildium](#) to reorder more supplies. The request should be submitted prior to running out of stock in the chapter facility.

When EPA-approved disinfectants are not available, the chapter is required to use alternative disinfectants.

Alternative Disinfectants:

- Bleach-Water Solution:
 - 1/3 cup of bleach added to 1 gallon of room temperature water or
 - 4 teaspoons bleach added to 1 quarter of room temperature water
- Cleaning Solutions with bleach or 70% alcohol base

Cleaning Procedures

Daily disinfectcleaning of high-touched surfaces are required. The chapter will be responsible for managing and overseeing daily cleanings. All individuals performing cleaning must wear disposable gloves and wash their hands with soap and water for at least 20 seconds immediately after removing gloves.

Examples of frequently high-touched surfaces and objects that need routine disinfection:

- Tables
- Chairs
- Sofas/couches/loveseats
- Door knobs/handles/push bars
- Security Pin pads/locks
- Lightswitches
- Countertops
- Handles
- Toilets
- Faucets and sinks
- Railing
- Remotes
- Laundry machine buttons and doors
- Refrigerators/freezers
- Food buffet servers

Follow these [6 Steps for Safe & Effective Disinfectant Use](#)

1. Verify if the product is EPA-approved
2. Read the directions of the product
3. Pre-clean the surface with soap and water if the surface is visibly dirty or if the directions mention pre-cleaning
4. Follow the contact time
5. Wear gloves and wash your hands
6. Close and put away chemical

[How to Clean and Disinfect](#)

Hard (Non-porous) Surfaces (glass, metal, plastic)

- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, most common EPA-registered household disinfectants should be effective.
- A list of products that are [EPA-approved](#) for use against the virus that causes COVID-19 is available. Follow the manufacturer's instructions for all cleaning and disinfection products for concentration, application method and contact time, etc.

Soft (Porous) Surfaces (carpet, rugs, fabrics)

- 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. After cleaning:
 - If the items can be laundered, launder items in accordance with the manufacturer's instructions using the warmest appropriate water setting for the items and then dry items completely.
 - Otherwise, use products [that are EPA-approved for use against the virus that causes COVID-19](#) and that are suitable for porous surfaces

Electronics

- For electronics such as tablets, computers, touch screens, keyboards, remote controls, and ATM machines, remove visible contamination if present.
 - Follow the manufacturer's instructions for all cleaning and disinfection products.
 - Consider use of wipeable covers for electronics.
 - If no manufacturer guidance is available, consider the use of alcohol-based wipes or sprays containing at least 70% alcohol to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.

Linens, Clothing, and Other Items That Go in the Laundry

- In order to minimize the possibility of dispersing virus through the air, do not shake dirty laundry.
- Wash items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Dirty laundry that has been in contact with an ill person can be washed with other people's items.
- Clean and disinfect hampers or other carts for transporting laundry according to guidance above for hard or soft surfaces.