

EXPOSURE CONTROL AND CLEANING PROTOCOLS

| Scenario | Workplace Protocols | Cleaning Protocols |
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| Local Medical Health Officer contacts a workplace about a communicable disease outbreak | Follow directions of the Medical Health Officer who will provide advice regarding case specific requirements to: <ul style="list-style-type: none"> • Advise employees of potential exposure and appropriate next steps • Temporarily close office for cleaning | Follow direction of the Medical Health Officer on cleaning Contact Workplace Health & Safety Emergency Line 250-952-0911 |
| Biohazard contamination due to vomit, blood, diarrhea etc. in the client/public area or employee work area | Client/Public Area: <ul style="list-style-type: none"> • Move clients to another area (or outside if no alternate space is available) • Move employees away from contaminated area • Close contaminated area to prevent further exposure with a large buffer area • In small offices where space does not permit appropriate segregation of contaminated area temporarily close office • Ventilate area if possible (open doors/windows if no security risk) • If temporary office closure required: advise waiting clients and provide information for accessing service online if applicable; post signage; place alert on website; follow normal incident management protocols • Staff will not attempt to clean biohazards Employee Area: <ul style="list-style-type: none"> • Move employees away from contaminated area • Close contaminated area to prevent further exposure. In small offices where space does not permit appropriate segregation of contaminated area with a large buffer area 3-5 metres, close the room or temporarily close office • Ventilate area if possible (open doors/windows if no security risk) • If temporary office closure required: advise waiting clients and provide information for accessing service online if applicable; post signage place alert on website; follow normal incident management protocols • Staff will not attempt to clean biohazards | Follow your ministry process to request a Bio clean This is focused cleaning on the contaminated area Employees can resume client service and other activities after bio cleaning If office is closed employees can return when bio clean is completed |
| A client <u>in</u> the office says they are COVID-19 positive or has another respiratory illness (e.g. influenza) | <ul style="list-style-type: none"> • Maintain standard prevention practices by following the workplace Communicable Disease Prevention Plan • Remind client of importance of staying away from others when sick and request they come back when they are feeling better. If client refuses to leave, follow normal de-escalation procedures • Move employees and clients away (2m recommended) from the area where the symptomatic person was until cleaning is completed | Ensure staff are kept away (2m recommended) from the area the client occupied Inform the cleaner that routine cleaning needs to be done in the area the client occupied |
| A client or member of the public contacts the worksite and reports having a respiratory illness while they were in the workplace | <ul style="list-style-type: none"> • Maintain standard prevention practices by following the workplace Communicable Disease Prevention Plan | Follow ministry protocols If 24 hours or at least one routine cleaning cycle (e.g. overnight) has elapsed, no further action is required |

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| An Employee did not come to the workplace as expected and contacts the employer to explain they have tested positive for COVID or are unwell and experiencing COVID-or influenza-like symptoms | Employee to stay out of the workplace until fever resolves and they feel well enough to return to regular activities <ul style="list-style-type: none"> Maintain standard prevention practices by following the workplace Communicable Disease Prevention Plan | If 24 hours or at least one routine cleaning cycle (e.g. overnight) has elapsed not further action is required |
| An employee is at work and begins to feel unwell or is symptomatic and leaves the workplace | Employee to stay out of the workplace until fever resolves and they feel well enough to return to regular activities <ul style="list-style-type: none"> Maintain standard Communicable Disease Prevention Plan prevention procedures Review if the situation creates the need for a BioClean | Routine cleaning; <ul style="list-style-type: none"> Inform the cleaner that routine cleaning needs to be done in the area the unwell worker occupied No other action required unless a Bio Clean is required |
| A client attempts to use a presumed or confirmed COVID-19 diagnosis or other respiratory illness to pressure employees into providing a service or exception | <ul style="list-style-type: none"> Follow normal de-escalation procedures. If that is not successful, follow normal incident management procedures (i.e. Intentional Harm or Threat of Harm to Employees and Others) | If 24 hours or at least one routine cleaning cycle (e.g. overnight) has elapsed not further action is required If 24 hour or one cleaning cycle has not passed: <ul style="list-style-type: none"> Ensure staff are kept away (2m recommended) from the area the client occupied Inform the cleaner that routine cleaning needs to be done in the area the client occupied |

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| Employee is well but has a family member at home sick with an undiagnosed influenza-like symptoms/illness | Employee to continue to monitor for symptoms as per advice from BC Centre for Disease Control (BCCDC) Maintain standard prevention practices by following the workplace Communicable Disease Prevention Plan | | Clean in Clean Out No action required continue with routine cleaning |
| Routine operations | Maintain standard prevention practices following the workplace Communicable Disease Prevention Plan | | Routine cleaning levels Staff should continue to clean in/out in shared spaces and LWS areas |

Key concepts around virus transmission

- COVID-19, Influenza, and RSV have similar transmission patterns for home and office settings
- Hand washing with soap and warm water for 20 seconds or more kills viruses and offers the best protection after touching surfaces; hand sanitizer (with at least 60% alcohol) also offers protection
- Common cleaning solutions easily inactivate viruses on surfaces

Updated Definitions

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Routine Cleaning- Resumption of pre COVID-19 cleaning levels.

Disinfection Cleaning – Presumptive COVID or other respiratory illness case: This would include a one-time preventive cleaning to address areas occupied by the person with the presumptive case (and common high touch areas).

Disinfection Cleaning – Confirmed COVID-19 or other respiratory illness case: This would include a one-time broader clean of the sites with a team trained in this area. When a case is confirmed, the area will be cleaned, and appropriate safety precautions will be enacted. The resources of this team are limited, so ensure you are only requesting this service for confirmed cases. You can request this additional clean once a case has been confirmed, even if you have already requested a clean for a presumptive case (at direction of MHO, Safety specialist or multiple concurrent number of respiratory cases).

Bio-Clean (revised scope): This request is only for the clean-up of bodily fluids, and would include clean-up of blood, vomit, human excrement, needles, etc. – not for COVID-19 related incidents.