













# COVID-19 GUIDELINES TO MITIGATE RISK

JANUARY 2021

# PERSONAL PROTECTIVE EQUIPMENT

Purpose: To provide standardized guidelines to mitigate the spread of COVID-19 and protect students, faculty and staff and our community.

Personal protective equipment (PPE) is available to protect individuals and reduce the spread of COVID-19. Of particular importance is the protection of your eyes, nose and mouth since COVID-19 is spread to others via airborne transmission mainly through respiratory droplets.

## **MASKS**

Masks are to be worn on campus at all times, unless you are in a personal space with no contacts (i.e. office or automobile) or in designated eating areas. Social distancing must still be maintained in these areas.

Upon arrival to campus each day, you will be offered a surgical mask at the screening site. You may use the provided mask, or you can use your personal fabric mask if they meet the below guidelines. Bandannas, or neck pull up masks, are prohibited on campus.

Masks are to be discarded if they become wet or soiled or are worn continuously for extended time greater than 4 hours and replaced with clean mask.

Surgical masks are required for laboratory and clinical experiences; cloth masks are prohibited in these settings.

#### WEAR YOUR FACE COVERING CORRECTLY

- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily





#### **GUIDELINES IF USING A FABRIC MASK**

The fabric you choose to wear on campus should be a solid color/simple pattern (no characters, slogans, offensive patterns) or the Baptist University branded mask, and follow these best practices:

- 2-3 ply masks make sense, as the extra fabric helps filter out particles.
- The fit of the mask is key: you need to make sure it covers the mouth and nose properly, and that it doesn't slip from that area too often.
- Wash ability of the mask is important. Remember, to sterilize, you need to use the hot water cycle in the washer, and heat dry. For this reason, synthetic fabrics may not be good.
- Make sure you don't touch the mask when you wear it. It may have contaminants on the surface. Leave it on until you get home and wash your hands after you do take it off.
- Take off your mask when you get home. Place it in a plastic bag until you're ready to do laundry. Masks should be treated as dirty and contaminated after each use.
- A clean mask is required each day.

## **EYE PROTECTION**

Eye protection is to be worn during times when the following activities occur:

- Splashes and sprays are anticipated, which typically includes aerosol generating procedures.
- Prolonged face-to-face or close contact with a another faculty member, student, staff member, clinician, or patient is unavoidable. (> 15 minutes; 15 minutes can be cumulative across multiple encounters within a 24 hour period) and social distancing cannot be maintained.

A face shield or goggles (which have a seal between the goggles and the skin) are strongly preferred. However, safety glasses (i.e. Halyard Safeview) that provide extensions that cover the sides of the eyes may be used in lieu of face shields or goggles in non-high risk, non-COVID-19 designated areas.







Discard face shield/goggles/safety glasses when grossly soiled or cracked. Each face shield or pair of goggles/safety glasses is only used by one staff member.

#### CLEANING INSTRUCTIONS FOR FACE SHIELDS OR GOGGLES

Adhere to recommended manufacturer instructions for cleaning and disinfecting face shields/goggles. When manufacturer instructions for cleaning are unavailable, follow the instructions below:

- Don gloves.
- Carefully clean/disinfect the inside, followed by the outside of the face shield, goggles, or safety glasses using a one-step wipe (for example: Super Sani-Cloth, CaviWipes).
  - o If the one-step disinfecting cloths are unavailable, wipe/clean the inside, followed by the outside of the face shield or goggles using a clean cloth saturated with soap and water.
- Observe wet contact time.
- Wipe the face shield, goggles, or safety glasses with clean water or alcohol to remove residue.
- Fully dry (air dry or use clean absorbent towels).
- Remove gloves and perform hand hygiene.

# **GLOVES & GOWNS**

#### **GLOVES**

Gloves are to be worn in the following situations:

- When you are routinely <u>cleaning and disinfecting</u> surfaces frequently touched.
- When touching or having contact with blood, stool, or body fluids, such as saliva, mucus, vomit, and urine.

Wash your hands before and after the use of gloves. Dispose of gloves in a lined trash can.

#### **GOWNS**

If the risk of bodily fluid exposure is low or minimal, gowns that claim minimal or low levels of barrier protection can be used. These gowns should not be worn during surgical or invasive procedures, or for medium to high risk contamination patient care activities.

## OTHER GUIDELINES

#### OTHER GUIDELINES TO PROTECT YOURSELF & OTHERS

#### SOCIAL DISTANCING

Maintain a distance of at least 6 feet (about two arms lengths) from others in both indoor and outdoor spaces.

#### HAND WASHING

Washing your hands with soap and water for 20 seconds (or using a hand sanitizer with at least 60% alcohol) at these key times:

- After you have been in a public place and touched an item or surface that may be frequently touched by other people, such as door handles, tables, gas pumps, shopping carts, or electronic cashier registers/screens, etc.
- **Before** touching your eyes, nose, or mouth because that's how germs enter our bodies.
- Before, during, and after preparing food
- **Before** eating food
- Before and after caring for someone at home who is sick with vomiting or diarrhea
- Before and after treating a cut or wound
- After using the toilet
- After changing diapers or cleaning up a child who has used the toilet
- After blowing your nose, coughing, or sneezing
- After touching an animal, animal feed, or animal waste
- After handling pet food or pet treats
- After touching garbage

#### GENERAL CLEANING AND DISINFECTION

Regularly scheduled (e.g., at least daily or between uses) cleaning and disinfection of frequently touched areas occur as planned (i.e., on time and consistently). In laboratory and classroom settings, clean desk and chair before and after use with the cleaning supplies provided.

#### **REFERENCES:**

BMHCC Intranet; Coronavirus-19, Training and Education

#### CENTERS FOR DISEASE CONTROL (CDC):

https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/index.html

### **COVID-19 Mitigation Strategies in IHEs**

