

# JHU Routine Building Disinfection Protocol For Custodians

In order to prevent the spread of COVID-19 in Johns Hopkins University affiliated buildings, the following procedures will be performed by the custodial staff. Failure to properly disinfect buildings could further spread of COVID-19 and result in harm to your health, the health of your household, or our community, and disruption of JHU work activities.

## BEFORE Disinfecting Surfaces

1. **Custodial managers review CDC guidelines for disinfection of surfaces with staff.**
  - a. <https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>
2. **HSE will provide training on properly donning and doffing PPE for custodial staff.**
3. **Custodians will wear their normal uniform, [cloth face mask](#)<sup>i</sup>, and nitrile gloves when cleaning and disinfecting surfaces.**

## Cleaning Frequency

Daily cleaning will occur in all buildings. Cleaning frequency will be spaced appropriately throughout the day. Increased services to buildings will be based on high traffic, building use, and staff availability.

## Daily Disinfection Activities

1. **Wash hands** with mild soap and warm water for 20 seconds. **Dry hands.**
2. **Wear cloth face covering. Be careful not to touch your eyes, nose or mouth.**
3. **Put on nitrile gloves.**
4. **Disinfect frequently touched surfaces using EPA approved [disinfectant](#) or [1:10 bleach solution](#).**
  - a. **\*\*\*If there is visible residue on a surface, first remove residue with a separate cloth and allow surface to dry before attempting to disinfect\*\*\***
  - b. Apply disinfectant directly to new cloth wipe high contact surfaces with cloth- restrooms (sink handles, paper towel holders, etc.), classrooms (desks, chairs, A/V equipment, etc.), door handles, computer keyboard and mouse, hand railings, elevator buttons, water fountains, commonly touched equipment, etc.
  - c. **\*\*\*2 clothes will be used for disinfection.**
    - i. Cloth #1 is used for lightly soiled items, ex: door handles, elevator buttons, electronics, personal cell phones, computer equipment, break rooms, common eating surfaces, chairs, common room chairs and furniture, any other surface that is not grossly soiled.
    - ii. Cloth #2 is used for grossly soiled items- after any visible residue has been removed – ex: bathrooms
  - d. **\*\*\*Apply enough disinfectant to thoroughly wet surfaces and allow disinfectant to air dry, ensuring that the manufacturers recommended contact time is met\*\*\***
  - e. Disinfecting cloths may be reused until grossly soiled. Dispose of grossly soiled cloths in regular trash.
  - f. **\*\*\*Ensure everyone in the building is using the same disinfectant! Do not switch between different disinfectants and/or bleach\*\*\***
  - g. You may wish to exit the room while the fumes from disinfection dissipate. If you notice irritating levels of fumes, allow more time between disinfections, allow vapors in the area to dissipate before continuing to disinfect.
5. With the gloves still on, use hand sanitizer and thoroughly disinfect gloved hands.

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6. [Remove gloves](#)<sup>ii</sup>, be careful not to touch the outsides and dispose in regular trash. Wash hands.

## While Performing Disinfection Activities

1. **Maintain social distancing** of 6 feet between building occupants and fellow staff.
2. **Continue to wear face covering.**
3. **Wash hands** anytime you remove gloves, before AND after using the restroom.
4. **Do not touch your eyes, nose, or mouth.**

## When you get home

It is unlikely that you will bring any contaminants home with you from performing normal work duties. However, out of an abundance of caution, do the following:

1. **Remove shoes upon entering your home/apartment.**
2. **Place clothes in dirty laundry. Launder before next use.**
3. **Wash hands** with mild soap and warm water for 20 seconds.
4. **Shower.**

**Contact JHU Department of Health, Safety & Environment with questions.**

**Homewood 410-516-8798**

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<sup>i</sup> CDC Cloth Face Mask Guidance <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

<sup>ii</sup> CDC How to Remove Gloves <https://www.cdc.gov/vhf/ebola/pdf/poster-how-to-remove-gloves.pdf>