Penn Medicine

LONG TERM CARE | RISE

For Facilitator Use Only

Cleaning and Disinfecting High Touch Surfaces

Facilitator Guide

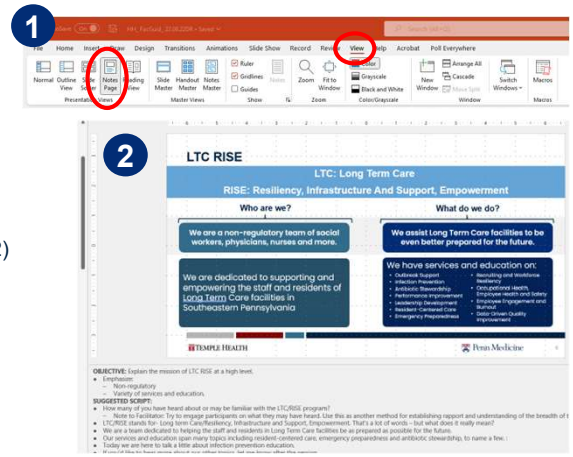
Version: 8/26/2022

For Facilitator Use Only

How to Use This Facilitator's Guide

- **Printing out copies is not required.**
  - If you can, bring a print out of:
    - Slide 4 (session sign)
  - You may want to print out the presentation for your own use. We recommend using Notes View (see picture 1)
  - If you can't print anything out – no worries! You can view the notes on your phone or laptop.

- Each slide has a guide in the notes section.
  - You can see guide at the bottom of slides (see picture 2) or note view
  - Each slide has an "Objective". This is the main point you want to make sure participants understand.
  - There are "Facilitator Notes" throughout the Suggested Scripts. These are tips, or question answers for you as facilitator to use.



Before Your Meeting

For Facilitator Use Only

Schedule Presentation

- Confirm
  - Date and time for presentation
  - Presentation is for all staff and residents
  - The session will be 30 minutes
  - A separate room or space is preferred
  - Names of EPA List N for Coronavirus cleaning products

Prepare for Presentation

- Gather Materials
  - ❑ Pens
  - ❑ Sign in sheet
  - ❑ Glo germ solution
  - ❑ Hand sanitizer
  - ❑ Timer
  - ❑ (M)SDS for the specific cleaning product(s)
  - ❑ *Optional*: Session Sign
  - ❑ *Optional*: Paint-safe tape
  - ❑ *Optional*: Print out of notes pages of presentation

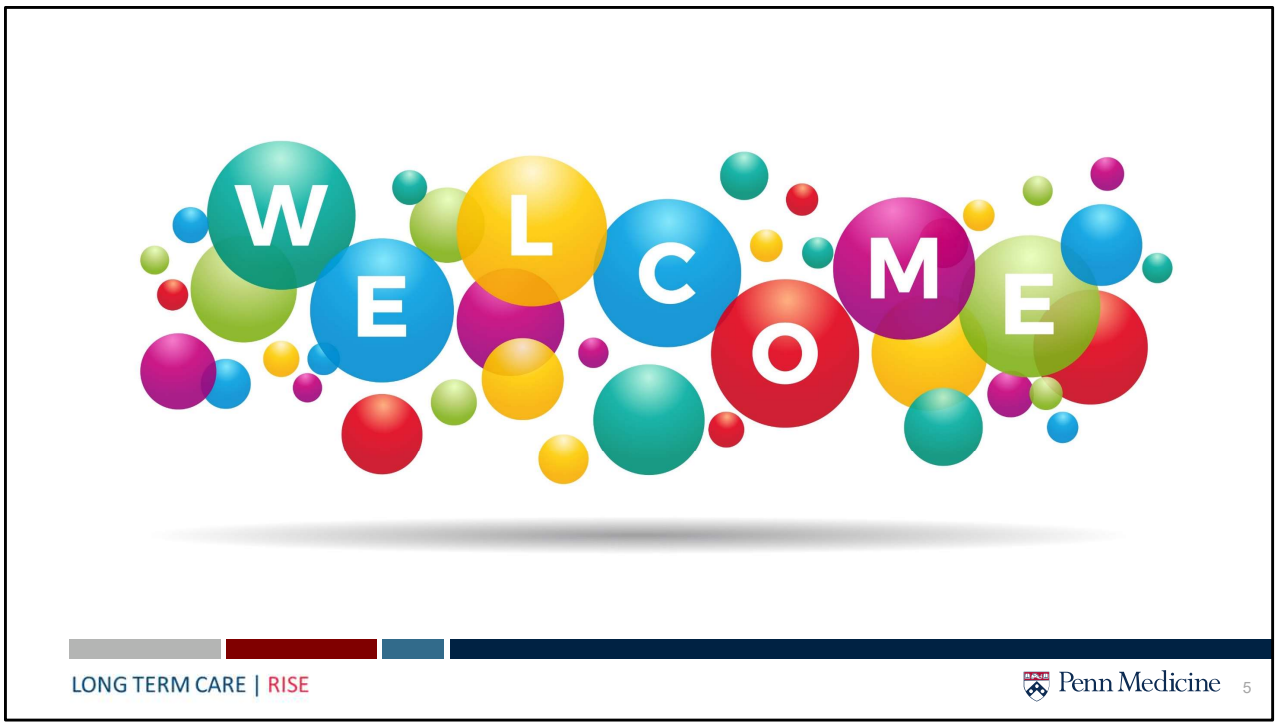
Set up Presentation

- Set up space:
  - ❑ Clean workspace
  - ❑ Space chairs appropriately
  - ❑ *Optional:* Display session sign
- Set up pen activity
  - ❑ Apply glo germ to pen(s)
  - ❑ Allow to dry

Welcome
to the
Session on

Cleaning and Disinfecting High Touch Surfaces

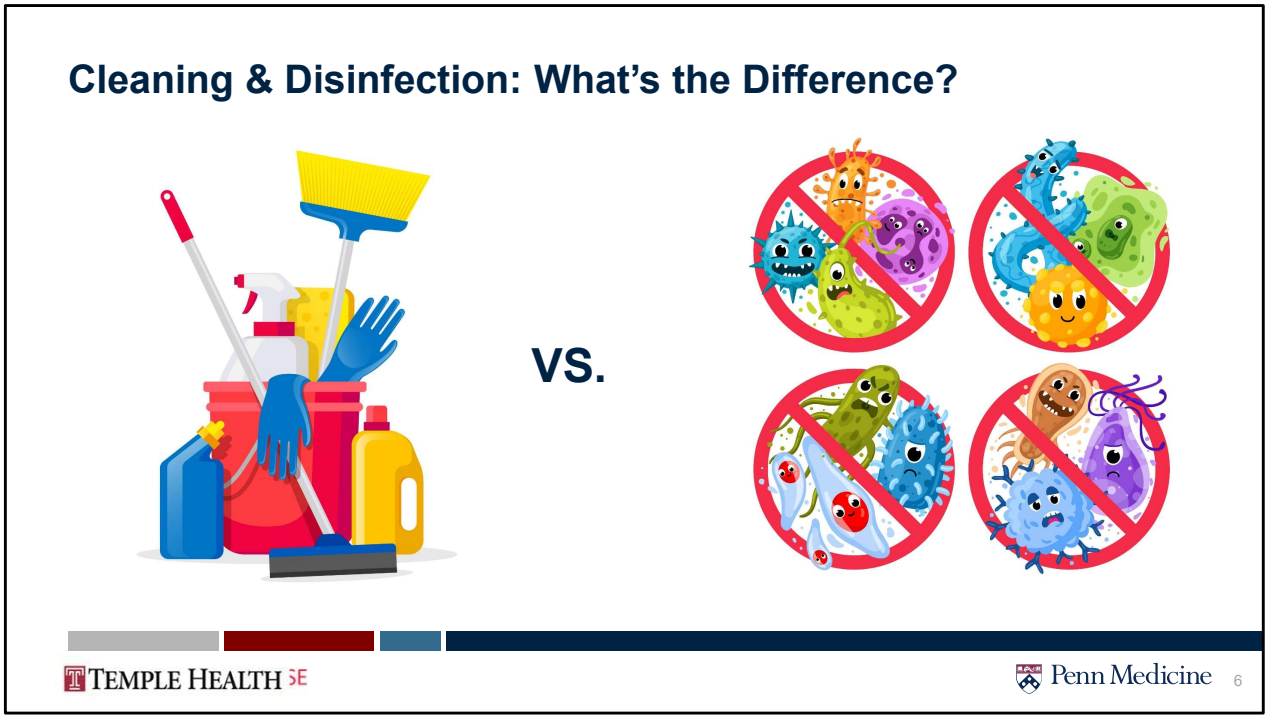
- **Do:** Hang this print out on the door of your meeting room



OBJECTIVE: Establish friendly connection with participants

SUGGESTED SCRIPT:

- Good Morning/Good Afternoon. My name is [*FACILITATOR NAME*].
- I am a [*FACILITATOR ROLE*] from the LTC/Rise Program.
- Our presentation for today is on Cleaning and Disinfecting high touch surfaces.
- We know this is a topic you may already be familiar with so today will be a refresher for some and may provide new information and insight for others.
- Please make sure you have signed in.

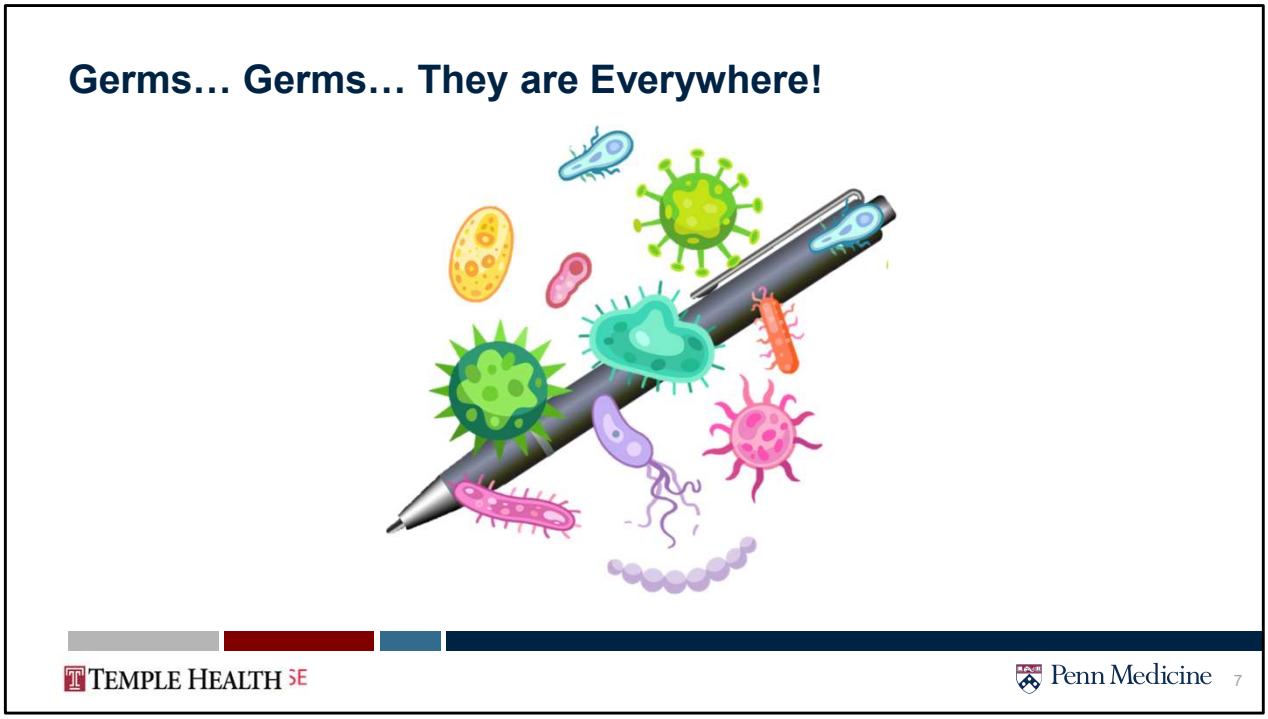


OBJECTIVE: Explain the differences between cleaning and disinfecting.

- Emphasize:
  - Cleaning is NOT killing germs

SUGGESTED SCRIPT

- I'm going to give you three options. When I am done please hold up 1, 2 or 3 fingers to tell me which statement you agree with.
  1. Cleaning kills germs
  2. Disinfection kills germs
  3. Cleaning and Disinfection both kill germs
- See who has how many fingers up. Ask someone with 2 fingers up why they chose that answer.
- Cleaning removes dust, dirt, and grime, including material like blood. It will make a surface look "clean" on the outside. Cleaning even removes some germs - but not all of them. Some germs remain after cleaning – they just aren't visible to your eyes.
- Disinfection makes sure that germs are killed and that anyone who touches the surface won't get sick from the germs.
- Its important to clean before disinfecting because dirt and grime can make disinfectants not work well. If the disinfectants can't work well, they won't kill the germs.
- Okay, now that we are all on the same page about the differences between Cleaning and Disinfection, we're going to do a quick demonstration.

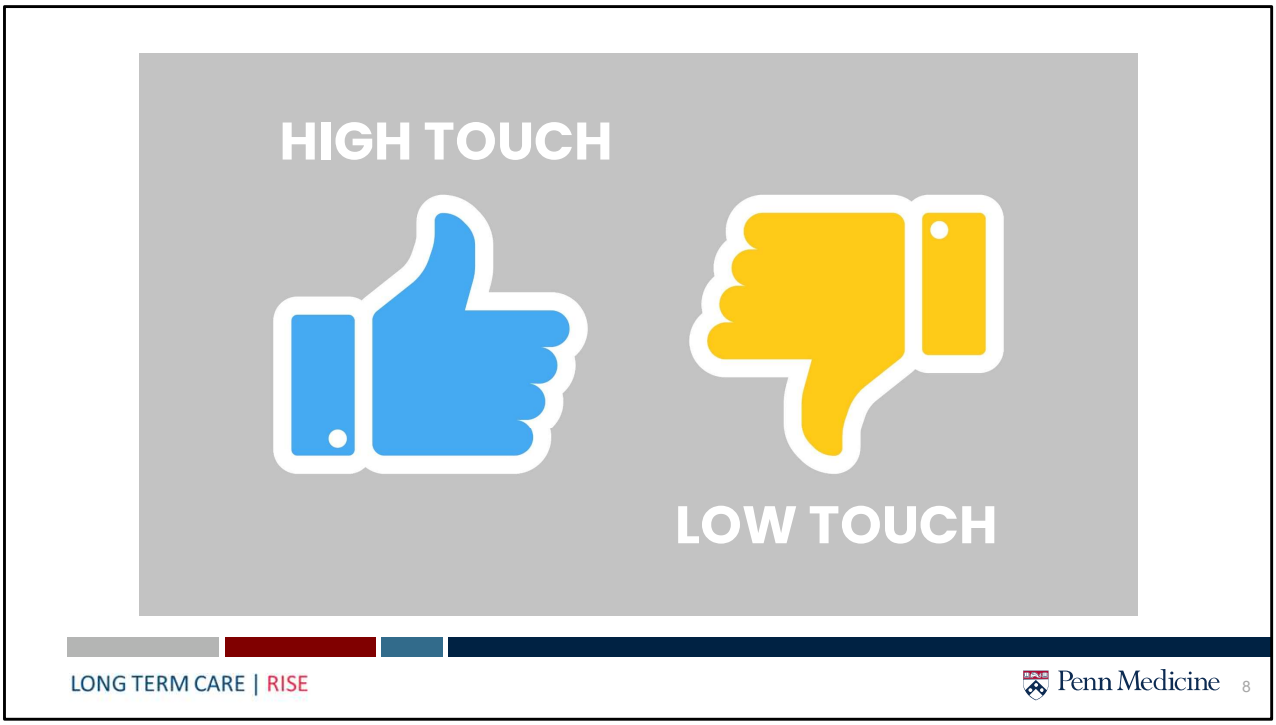


OBJECTIVE: Germs can easily be transferred among every-day surfaces

- Emphasize:
  - Cleaning is NOT necessarily killing germs

SUGGESTED SCRIPT

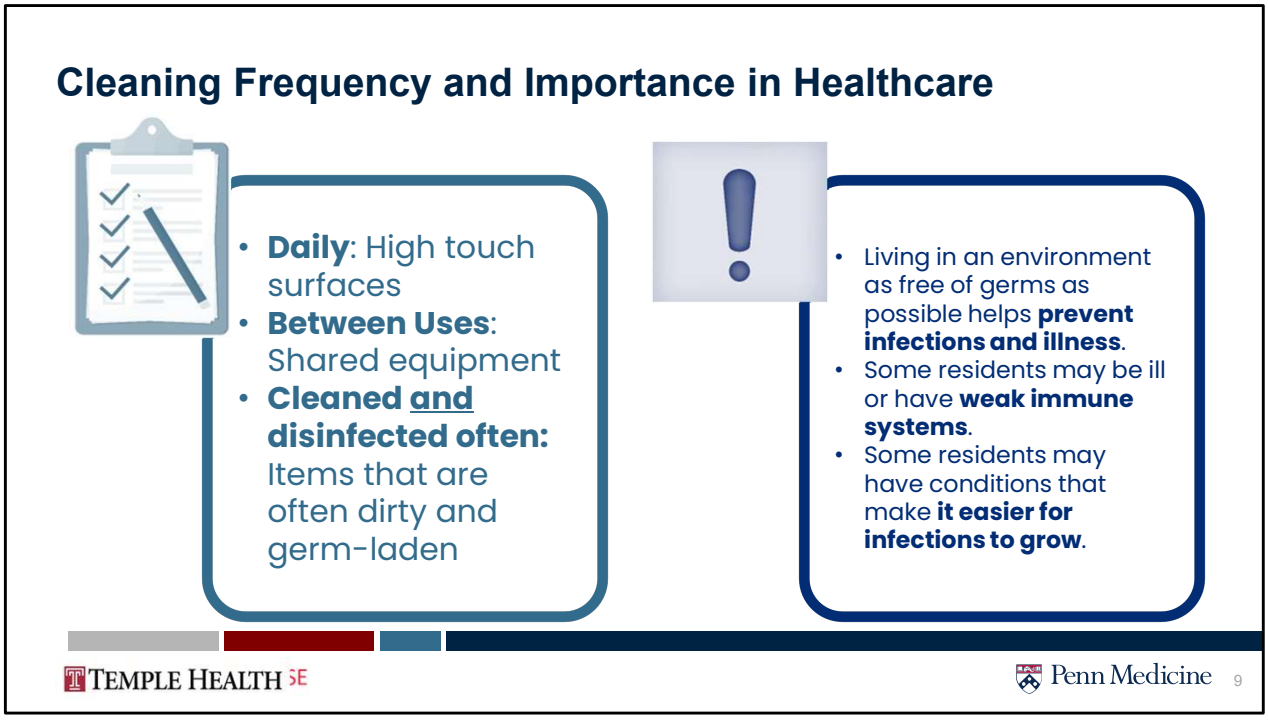
- Can everyone hold out their hands?
  - Facilitator Note: Shine UV light onto everyone's hands
- You may notice that most of you have glowing hands now! That's because I coated something in this room with an invisible glow paint called "Glo Germ". It's a completely safe product that is easily transferrable – just like germs.
- Who can guess what surface I coated with the Glo Germ? You can just call out your answer.
  - Facilitator Note: Make note of all the surfaces people call out.
- Those are all good guesses. The Glow Germ was actually on the sign in pen. But think about all the surfaces that could have had the "Germs"! And all of you "caught" the fake Glo Germs from just one pen. That should tell you how quick and easy it is to spread germs within a group of people.
- This is why you should regularly disinfect high touch surfaces… like pens.
- Now that you can see the "germs" on your hands, let's wash/hand sanitize our hands.
- I'm going to pass around hand sanitizer. If you put enough in one of your palms, rub it over your entire hands for 20 seconds, all of the "germs" should be gone. We can check with the blue light if anyone is interested.



OBJECTIVE: Highlight how many surfaces are considered High Touch

SUGGESTED SCRIPT

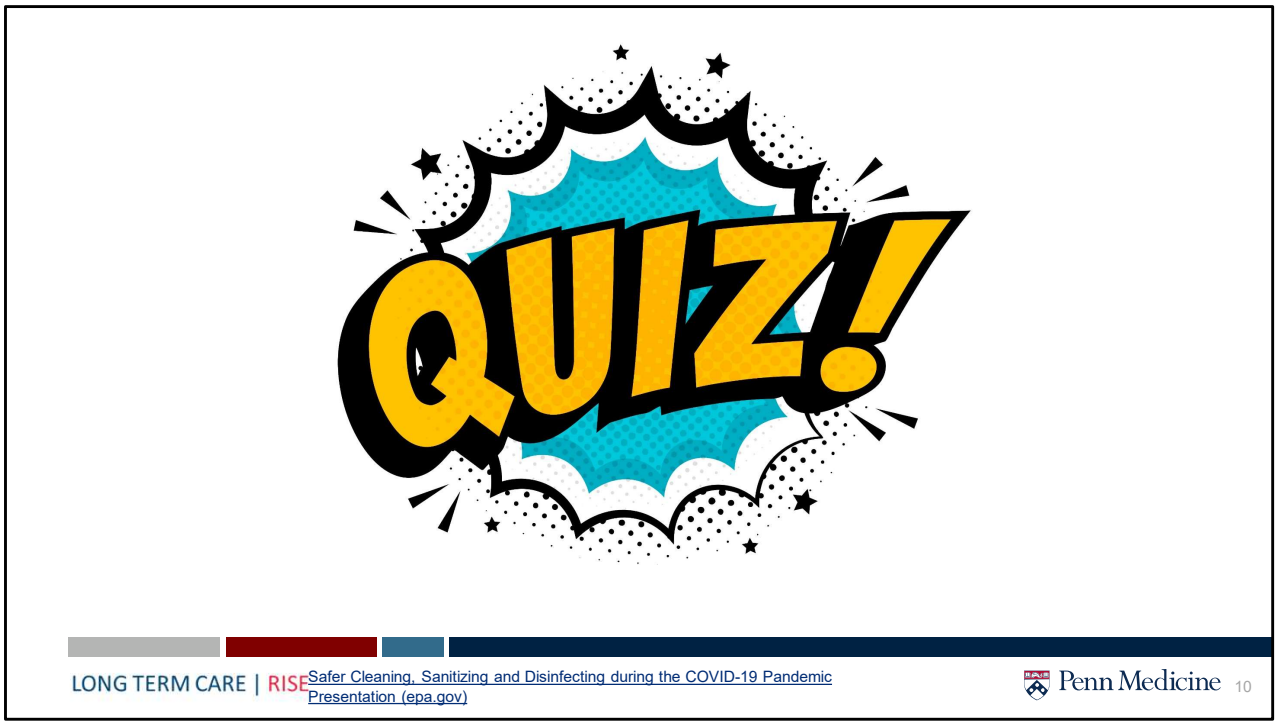
- We all already know that pens are a high touch surface. Let's talk about some surfaces that we use or touch everyday. I'll say the name of some surfaces. If it's high touch – give me a thumbs up. If it's low touch – give me a thumbs down.
- Remote Controls... HIGH
- Floor… LOW
- Doorknob… HIGH
- Light Switch… HIGH
- Faucet… HIGH
- Wall… LOW
- Counter top… HIGH
- Walker/Wheelchair Handles… HIGH
- Mirror… LOW
- Tables… HIGH
- Windowsill … LOW
- Toilet Handle… HIGH



OBJECTIVE: Emphasize When and Why cleaning is important in this specific environment

SUGGESTED SCRIPT:

- How frequently do we need to clean and/or disinfect in order to get rid of COVID-19 and other germs?
  - We talked about high tough areas in the quiz. They should be cleaned *at least* daily.
  - Equipment that is shared between residents should be cleaned between uses.
  - Its also important to clean and disinfect things in healthcare that aren't touched or shared as often but tend to be dirty and have a lot of germs on them, like toilet seats.
- Why is important to clean regularly in this setting?
  - Facilitator Note: Try to say something specific about the type of facility you are in (i.e. SNF/PCH etc.)
  - We want our residents to live in an environment that is as free of germs as possible to help prevent infections and illness.
  - More than that, you may have residents who are ill or weak here at [INSERT FACILITY NAME].
  - Germs are more likely to cause problems in these patients because they can't fight off infections as well as someone who is healthy.
  - Some infection risks are visible – if a patients has burns or wounds, or if they're having a procedure when germs could get into their bodies, such as getting an IV or a catheter. But many patients' risks for infection can't be seen, like when a patient's immune system is weak because of the medication in their cancer treatment



OBJECTIVE: Teach and reinforce contact / dwell / wet times

SUGGESTED SCRIPT:

- Let's talk about contact / dwell / wet time. Tell me your answer by holding up 1, 2 or 3 fingers the correct definition of contact / dwell / wet time.
  1. contact / dwell / wet time is the length of time it takes to ensure the entire surface area is covered with disinfectant.
  2. contact / dwell / wet time is the length of time a disinfectant needs to stay wet on a surface to kill germs.
  3. contact / dwell / wet time is the length of time it takes to go through your missed call list on your phone.
- Hopefully you all got that one right! The answer is 2 - the length of time a disinfectant needs to stay WET on a surface to kill germs. At the end of that time period the surface should still be wet. The surface should not be touched or disturbed during this time to make sure that germs are effectively killed.
- OK – Next question. Tell me your answer by giving me a thumbs up for true and a thumbs down for FALSE
- A disinfectant's contact / dwell / wet time is the same no matter what germ you are trying to kill.
- The answer is…. 2. FALSE! The time can differ based on whether it's Influenza A, C. Diff, Coronavirus… **you need to read the label of the product**
- Note to Facilitator: Hold up the facility's cleaning product
- Final question: Raise your hand if you know the answer. What is the contact / dwell / wet time for this product?
  - Note to Facilitator – Ask the person who correctly answered how they knew that. Point to the specific number of minutes on the cleaning product's label.

OBJECTIVE: Ensure all participants understand that using the product according to directions is critical

SUGGESTED SCRIPT:

- There are 6 steps to ensure you and everyone around you are safe when you are using disinfectants.
  1. Check that the product is EPA approved. You can go onto epa.gov/listN to see if your product is approved by the EPA.
  2. Read the directions to make sure you know where and on what you can use this product. Please pay special attention to any precautionary measures – the product may recommend additional PPE or special ways of using it.
  3. Pre-clean the surface with soap and water if the directions tell you to or if you see the surface is dirty.
  4. Follow the DWELL time – I am sure you all understand this but just to reinforce dwell times – make sure the surface is wet for the entire time period indicated in the directions.
  5. Wear gloves and wash your hands after you are finished.

6. Lock up the chemical when you are done.

OBJECTIVE: To give participants time to ask any questions they may have.

SUGGESTED SCRIPT:

- What questions do you have about what you learned today?
  - Facilitator note: By asking in this way, rather than “does anyone have any questions” you are showing that you assume people will have questions, which will make participants more likely to ask questions if they have one.

SUGGESTED SCRIPT

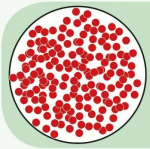
- Thank you for your participation today! That concludes our presentation on Cleaning and Disinfecting High Touch Surfaces!
- Please remember to sign in the attendance sheet
  - **Facilitator Note:** Wipe Down surfaces touched; Leave area like you found it. Provide Leave Behinds and/or copy of presentation

Resources

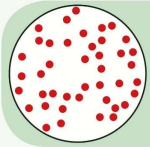
- Project Firstline infection Control Training: Project Firstline Infection Control Training | CDC July 20, 2022.
- CDC Environmental Cleaning and Disinfection, https://www.cdc.gov/coronavirus/2019-ncov/hcp/long-term-care.html. February 2, 2022.
- The EPA has many resources about disinfectants for use in healthcare and lists of disinfectants that are effective against different germs, including SARS-CoV-2, which is the virus that causes COVID-19. The list for SARS-CoV-2 is called 'List N.'
  - About List N: Disinfectants for Coronavirus (COVID-19) | US EPA


6 Steps for Safe & Effective Disinfectant Use
Step 1: Check that your product is EPA-approved
Find the EPA registration number on the product. Then, check to see if it is on EPA's list of approved disinfectants at: epa.gov/listn
Step 2: Read the directions
Follow the product's directions. Check "use sites" and "surface types" to see where you can use the product. Read the "precautionary statements."
Step 3: Pre-clean the surface
Make sure to wash the surface with soap and water if the directions mention pre-cleaning or if the surface is visibly dirty.
Step 4: Follow the contact time
You can find the contact time in the directions. The surface should remain wet the whole time to ensure the product is effective.
Step 5: Wear gloves and wash your hands
For disposable gloves, discard them after each cleaning. For reusable gloves, dedicate a pair to disinfecting COVID-19. Wash your hands after removing the gloves.
Step 6: Lock it up
Keep lids tightly closed and store out of reach of children.
coronavirus.gov

Cleaning / disinfection

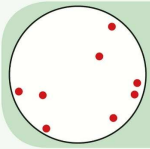


Untreated surface



Cleaning

- Visual cleanliness
- Germ reduction 10 – 90 %



Disinfection

- Germ reduction 99.999 %