

LODGING COVID-19 RECOMMENDATIONS

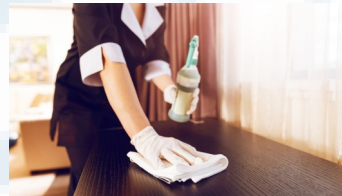
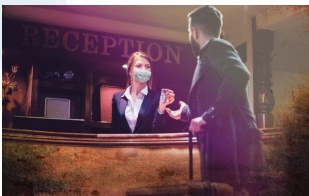
As states begin to reopen, it won't be long before we see more and more people beginning to travel again. As part of TMA/Chemnet Systems continued effort to educate distributors and operators we are providing recommendations for the lodging industry to follow for the protection of their team members and guests. **Always follow your state guidelines if they have been published.**

EMPLOYERS

- **Ensure minimum of six feet between employees, utilize barriers and increase the frequency of surface cleaning, handwashing, sanitizing and monitor compliance**
- Allow all customers, patrons, visitors, contractors, vendors to use facial coverings
- Recommended that all employees wear facial coverings, unless one of the following apply:
 - Facial coverings in the work setting are prohibited by law or regulation
 - Facial coverings are in violation of documented industry standards
 - Facial coverings are not advisable for health reasons
 - Facial coverings are in violation of the business's documented safety policies
 - Facial coverings are not required when the employee works alone in an assigned work area
 - There is a functional (practical) reason for an employee not to wear a facial covering in the workplace
- Post a list of COVID-19 symptoms
- Place approved hand washing/sanitizing products in high-contact areas
- Identify a dedicated entrance door and exit door
- Perform daily symptom assessment that may include temperature, questionnaires, employee self-checks, screening apps or other tools and update files with log of "health checks"
- Require employees to stay at home if symptomatic and perform daily symptom assessment requirements before returning to work
- Limit number of employees allowed in break rooms and practice social distancing
- Educate employees on proper use, disposal, and maintenance of face coverings and gloves
- Conduct telephone symptom assessment for employees who were ill and planning to return to work
- Consider virtual interviewing and on-boarding as rehiring begins
- Reinforce education per current standards about when to wash hands, post health department handwashing posters at sinks and station and set times for periodic handwashing

EMPLOYEES

- **Practice social distancing and increase the frequency of surface cleaning, handwashing and sanitizing**
- Wear facial coverings, except for one of the reasons listed above
- Stay at home if symptomatic and perform daily symptom assessment requirements before returning to work
- Avoid switching tasks when possible to reduce cross contamination concerns. Increase handwashing if changing tasks is necessary



LODGING COVID-19 RECOMMENDATIONS

COMMON AREAS & GUEST ROOMS

- Establish and post a common area, maximum capacity floor plan that includes COVID-19 compliant maximum party size per state guidelines
- Clean all common areas daily
- Clean & disinfect all common area high touch surfaces at least every two hours, (e.g. Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.)
- Clean and disinfect guest rooms daily and after checkout
- Provide approved hand washing/sanitizing products in common areas
- Establish waiting areas with clearly marked safe distancing and separations per individual/social group for front desk assistance
- Follow state guidelines regarding open congregate areas that are not necessary for conducting business (billiards, arcades, dancing, entertainment)
- Utilize barriers in high volume areas
- Stagger workstations so employees avoid standing directly opposite or next to each other or increase the frequency of surface cleaning, handwashing, sanitizing, and monitor compliance
- Limit entrance and exit options while still maintaining code regulations
- Enhance daily and weekly deep cleaning checklists. Post communication to indicate area has been cleaned and disinfected
- Consider air filtration upgrade within HVAC system

CONFIRMED CASES

- Isolate and seek medical care for any individual who develops symptoms while at work
- Contact the local health district about suspected cases or exposures
- Shutdown area for deep sanitation
- Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/ notifications

CLEANING, SANITIZING & DISINFECTING PROCEDURES

CLEANING HARD NON-POUROUS SURFACES

- Wear disposable gloves when cleaning and disinfecting surfaces. Gloves should be discarded after each cleaning. Clean hands immediately after gloves are removed
- Prepare cleaning agent solution according to manufacturer instructions
- Apply cleaning agent to surfaces being cleaned, with special attention on high touch surfaces
- Wipe away soils using a clean towel

DISINFECTING HARD NON-POUROUS SURFACES

- Areas to be disinfected **must** be thoroughly cleaned prior to being disinfected
- Prepare disinfecting agent solution according to manufacturers instructions
- Apply disinfecting agent to surface being disinfected, with special attention to high touch surfaces
- Allow surface to remain wet for the recommended contact time/dwell time
- After recommended contact time/dwell time has elapsed, wipe away excess liquid using a disinfecting towel

SANITIZING SOFT SURFACES

For soft surfaces such as **beddings, couches, curtains and upholstery**

- Areas to be sanitized **must** be thoroughly cleaned prior to being sanitized
- Prepare a solution of an appropriate sanitizing agent for use on the surfaces to be sanitized according to the manufacturer's instructions
- Sanitize surface according to the manufacturer's instructions
- Launder items (if possible) according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely. **Follow TMA/Chemnet Systems Laundry Procedures when dealing with an outbreak.**
- Spray surface with an EPA approved sanitizer for soft surfaces, allowing the surface to remain wet for the recommended contact time/dwell time

LAUNDRY PROCEDURES WHEN DEALING WITH AN OUTBREAK



COLLECTION OF CONTAMINATED LINEN



- Use standard precautions and personal protective equipment (i.e., gloves, gowns and masks)
- Do not shake contaminated linens
- Hold contaminated linen and laundry bags away from his/her clothing/body during transport
- Bag/contain contaminated linens where they are collected, and sort/rinse only in the contaminated laundry area (double bagging of linen is only recommended if outside of the bag is visibly contaminated or is observed to be wet on the outside of the bag)
- Transporting contaminated and clean linens in separate carts; if not possible the contaminated linen cart should be thoroughly cleaned and disinfected per property protocol before being used to move clean linens. Clean linens should be transported by methods that ensure the linen will not be contaminated by dust and soil and remains hygienically clean
- If a laundry chute is in use, laundry bags should be securely closed with no loose items

PROCESSING LINENS IN THE ON PREMISE LAUNDRY ROOM



- Detergents and water physically remove many microorganisms from linen through dilution during the wash cycle. An effective way to destroy microorganisms in laundry items is through hot water washing at temperatures above 160°F for 25 minutes. Alternatively, low temperature washing at 71-77°F plus a 125 parts-per-million chlorine bleach rinse has been found to be effective and comparable to high temperature cycles. CMS 42 CFR S483.65(c)
- Many laundry items are composed of materials that cannot withstand a chlorine bleach rinse and remain intact. **The chlorine bleach rinse is not required for all laundry items processed in low temperature washing environments due to the availability of modern laundry detergents that are able to produce hygienically clean laundry without the presence of chlorine bleach.** The Association for the Advancement of Medical Instrumentation defines the term “hygienically clean” as free of pathogens in sufficient numbers to cause human illness.” CMS 42 CFR S483.65(c)
- Drying linens at a temperature of 160°F for 25 minutes will also aid in the destruction of microorganisms.
- Maintain and or use washing machines and dryers according to the manufacturer’s instructions
- Use laundry chemicals according to manufacturer’s instructions
- Wash items in accordance with the manufacturer’s instructions. 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