

# OUTBREAK DISINFECTION PROTOCOL

During this current outbreak the follow cleaning and disinfection protocols will be in effect as of today (March 19, 2020) and will be reviewed at the end of March 2020.

Arcus is requesting that all homes use bleach as their method of disinfection during this time. If you have a supply of Action DSC then you may continue to use that, following the policy for disinfection solution.

- All surfaces must be cleaned with a detergent or soap and water before disinfection (Bleach is solely a disinfectant).
- A 1:10 solution of regular household (unscented) bleach is appropriate for daily use:
  - 62ml (¼ cup) bleach + 562ml (2 ¼ cups) water
  - 250ml (1 cup) bleach + 2250ml (9 cups) water
- Bleach solutions should be stored in an opaque (non see through) container and must be made fresh at a minimum of every 24 hours. (Bleach rapidly degrades in the presence of light and when mixed with water)
- **DO NOT** mix bleach with any other cleaner
- After applying the bleach solution, surface must be wet for 3-5 minutes and allowed to air dry.
  - For surfaces like counters, taps, door handles use a spray bottle
  - For floors use a bucket

We are asking that all homes increase the cleaning duties and that Night shift has added duties for deeper cleaning. The following are to be added to your homes daily cleaning duties:

OFFICE:	<ul style="list-style-type: none"><li>• Computer, mouse, charge cords, iPad</li><li>• Client binders</li><li>• Pens, highlighters, pencils, rulers</li><li>• Door and door handles</li><li>• House keys, closet keys</li></ul>	<ul style="list-style-type: none"><li>• Cell phones and landlines</li><li>• Hold punch, stapler, tape roller</li><li>• Monitor and charge cord</li><li>• Filing cabinet and handles</li><li>• Printer</li><li>• Med cabinet and keys</li></ul>
KITCHEN:	<ul style="list-style-type: none"><li>• Counter, sink and taps</li><li>• Cupboards and handles</li><li>• Coffee machine/kettle</li></ul>	<ul style="list-style-type: none"><li>• Microwave</li><li>• Stove</li><li>• Fridge</li></ul>
BATHROOMS:	<ul style="list-style-type: none"><li>• Toilet</li><li>• Sink and taps</li></ul>	<ul style="list-style-type: none"><li>• Bathtub/shower</li><li>• Toys</li></ul>
AROUND THE HOUSE:	<ul style="list-style-type: none"><li>• All door handles</li><li>• Light switches</li><li>• Alarm pads</li></ul>	<ul style="list-style-type: none"><li>• Toys</li><li>• Television remote</li><li>• Coffee table and couches</li></ul>
VEHICLE	<ul style="list-style-type: none"><li>• Keys</li><li>• Steering wheel</li><li>• Door handles</li></ul>	<ul style="list-style-type: none"><li>• Gear shift</li><li>• Emergency brake</li><li>• Seats if not cloth</li></ul>