



Green River College Covid-19 Facilities Custodial Plan

This is a living document, subject to continuous updates.

Green River College (GRC) Facilities custodial plan includes how the custodial staff will be implementing the disinfecting strategies for:

- Day to day cleaning and sanitizing
- A confirmed Covid-19 case

In both the above scenarios; Employees must first complete safety training of both Covid-19 and Non Covid-19 before starting any cleaning work. All appropriate and applicable Personal Protective Equipment (PPE) must be worn during the employee's shift unless at break or lunch.



From the CDC

“COVID-19 spreads when an infected person breathes out droplets and very small particles that contain the virus. These droplets and particles can be breathed in by other people or land on their eyes, noses, or mouth. In some circumstances, they may contaminate surfaces they touch. People who are closer than 6 feet from the infected person are most likely to get infected.”

COVID-19 is spread in three main ways:

- Breathing in air when close to an infected person who is exhaling small droplets and particles that contain the virus.
- Having these small droplets and particles that contain virus land on the eyes, nose, or mouth, especially through splashes and sprays like a cough or sneeze.
- Touching eyes, nose, or mouth with hands that have the virus on them.

Updated 12/7/2021

Covid-19 “Day to Day”

This plan focuses on performing day-to-day custodial operations

Facilities Custodial Covid-19 Cleaning Schedule

From 6:00 am to 11:00 pm

- Custodial will be performing continuous cleaning and sanitizing of high traffic areas, common areas, restrooms, office spaces, and classrooms.
 - Please utilize red and green sliders placed outside of each office space and classroom to identify spaces that require cleaning and sanitation.
- Custodial Services will continuously monitor and replenish Sanitation Stations placed at building entrances, classrooms, and key locations throughout each building.

Confirmed Covid-19 Case Is Reported

This protocol is for cleaning and disinfection of areas where a person with COVID-19 spent time in College spaces. It is applied from 48 hours prior to the onset of symptoms until seven days have passed since the person was present in a college space. After notification of a person with confirmed COVID-19 on a college campus, the following cleaning and disinfecting protocol will be followed: Buildings and/or specific rooms and areas where a COVID-19 positive person spent time will be assessed on a case-by-case basis.

Process:

Safety will notify the Director of Facilities of the impacted location(s) pertaining to the confirmed case as well as the last time the affected person was on campus.

The Director of Facilities will communicate location information with Custodial services and ensure proper PPE and precautions are implemented in accordance with current CDC, Washington state, and King county Guidelines.

Custodial Services will conduct cleaning and disinfecting in accordance with CDC, Washington State, and King county guidelines to include room's surface area; such as desks, tables, and other furniture, hardware and other high touch surfaces.

Custodial Services will provide a positive report to the Director of Facilities that the affected area has been cleaned and disinfected in accordance with current CDC, Washington state, and King county Guidelines.

The Director of Facilities will inform Safety that the affected area has been cleaned and disinfected.

Facilities Custodial Services will:

If possible, wait several hours after the ill person was present in a space prior to beginning cleaning and disinfection.

If an outside contractor is used for cleaning and disinfection, the proposed scope of work, including the products and their respective safety data sheets (SDSs), and application methods must be reviewed by EHSM prior to work commencing.

All staff must be fully trained on donning and doffing required PPE to prevent cross contamination.

Review the COVID-19 Chemical Disinfectant Safety Information guide to potential health hazards and the recommended protective measures for common active disinfectant agents.

Custodial Services will don the required personal protective equipment (PPE) before cleaning and disinfecting efforts begin to include Disposable gloves, Safety glasses/goggles, and approved face mask.

- **Close off areas** used by the person who is sick.
 - Companies do not necessarily need to close operations, if they can close off affected areas.
- **Open outside doors and windows** to increase air circulation in the area.
- **Wait 24 hours** before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.
- Clean and disinfect **all areas used by the person who is sick**, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and ATM machines.
- Vacuum the space if needed. Use vacuum equipped with high-efficiency particular air (HEPA) filter, if available.
 - Do not vacuum a room or space that has people in it. Wait until the room or space is empty to vacuum, such as at night, for common spaces, or during the day for private rooms.
 - Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility.
- Once area has been **appropriately disinfected**, it **can be opened for use**.
 - **Workers without close contact** with the person who is sick can return to work immediately after disinfection.
- If **more than 7 days** since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
 - Continue routine cleaning and disinfection. This includes everyday practices that businesses and communities normally use to maintain a healthy environment.

Green River College Facilities Covid-19 Response Team

Confirmed Covid-19 Case

Individual received positive test results and discusses contact tracing locations with GRC

Presumptive Covid -19 Case

Individual is asymptomatic and discusses contact tracing locations with GRC

Campus Safety

Notifies Facilities Director of a Positive or Presumptive Covid-19 Case and secures the area

Facilities Director

Establishes regular communication with Custodial Services and Safety

Custodial Covid-19 Response Team

Custodial Team assembles and performs cleaning and disinfecting in accordance with this plan as well as CDC, State, and King county guidelines

Covid-19 Response Team

Custodial Services will report completion of cleaning and disinfecting to the Director of Facilities

Facilities Director

Report completed cleanup and disinfection process to Safety

This flowchart is a representation of the Facilities plan, as of Dec 07, 2021.

This plan is exclusive to the Facilities response, and does not include all actions campus wide.

Definitions

Covid-19 Cleaning in a 3 Phased strategy. Day-to-day cleaning and moving into a Covid-19 disinfecting stage twice a day.

Disinfectant. Virex II 256 Disinfectant Cleaner is a one-step, quaternary-based disinfectant cleaner concentrate providing broad-spectrum disinfection at 1:256 dilution. Use in healthcare and other facilities where cleaning and prevention of cross-contamination are critical. Bactericidal, viricidal and fungicidal. Kills MRSA and VRE. Virex II 256 Disinfectant Cleaner meets blood borne pathogen standards for decontaminating blood and body fluids. The #1 name in hospital hard surface disinfection. Virex II 256 is blue in color with a minty scent. All disinfectants are EPA-Approved and used appropriately.

High-Touch of hard Surfaces. Counters- Tabletops- Doorknobs- Bathroom fixtures- Toilets- Phones- Keyboards- Tablets- Any surfaces that may have blood, stool, or body fluids on them

Mask/Face covering. Surgical masks or appropriate cloth masks are the most appropriate type of mask to prevent transmission of the coronavirus for now. Surgical masks are said to help reduce the spread of the virus, included Coronavirus. This type of mask is also effective in blocking large drops and particles from the mouth and nose of the wearer, which can avoid virus infection to others.

Personal Protective Equipment (PPE). Protective clothing, helmets, goggles, gloves, facemask or other garments or equipment designed to protect the wearer's body from injury or infection.

Safety Data Sheet (SDS). Material Safety Sheet or formally (MSDS) are documents that list information relating to occupational safety and health for the use of various substances and products.

Sanitation Station- Areas set up by entrances, high traffic areas, and restrooms that include hand sanitizer dispensers, sanitizer wipes, and masks. *(items available depend on station location)*

Communication

Employees who have questions, should immediately communicate with their lead, supervisor or manager. Updates are in multiple formats including: in person observing social distancing, by GRC email, by phone calls, Zoom meetings and by the college website.

<https://www.greenriver.edu/campus/campus-safety/emergency-preparedness/covid19/>

A safety bulletin board is posted in the Facilities lunchroom. Language Link services are available for communication in 240 different languages.

Safe Colleges Covid-19 Training

As a GRC employee, you have been assigned a Safe Colleges online training account. You must first take the assigned Covid-19 modules and successfully pass the quiz before performing Covid-19 related tasks.

Personal Protective Equipment

Keep in mind the availability of cleaning and disinfection products and appropriate and applicable PPE. Always wear gloves appropriate for the chemicals being used for routine cleaning and disinfecting. Follow the directions on the disinfectant label for additional PPE needs. In specific instances, personnel with specialized training and equipment may be required to apply certain disinfectants such as fumigants or fogs. For more information on appropriate PPE for cleaning and disinfection

Approved Cleaner and Disinfectant

GRC is currently utilizing Virex II 256 Disinfectant Cleaner. It is a one-step, quaternary-based disinfectant cleaner concentrate providing broad-spectrum disinfection at 1:256 dilutions.

Resources

These plans remain flexible, it is a living document, so staff can adjust to revised or updated information and follows the CDC guidelines for cleaning of Office buildings and Higher Education. GRC Facilities also monitors Local, State and Federal guidance when updated information changes or specific circumstances change.

Green River College Covid-19 Webpage

<https://www.greenriver.edu/campus/campus-safety/emergency-preparedness/covid19/>

Washington State, Phase 1 Higher Education & Critical Infrastructure Workforce Training restart Covid-19 requirements

[file:///C:/Users/mcrutcher/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/2P8UM100/Phase%201%20Higher%20Education%20COVID-19%20Safety%20Requirements%20Final%20\(3\).pdf](file:///C:/Users/mcrutcher/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/2P8UM100/Phase%201%20Higher%20Education%20COVID-19%20Safety%20Requirements%20Final%20(3).pdf)

CDC Guidelines & Requirements

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/index.html>

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-covid-spreads.html>

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html#other-facilities>

Public Health—Seattle & King County

<https://www.kingcounty.gov/depts/health/news/2020/March/5-suspected-covid.aspx>

Washington State Department of Health

<https://www.doh.wa.gov/>