

COVID-19 Preparedness and Response Infection Prevention and Control (IPC) Guidance for Public Establishments

GENERAL REQUIREMENTS

The following general requirements are applicable to all Public Establishments. Owners should ensure that all operators, staff and clients adhere to the following:

- Adopt a responsible attitude to address the health threat of COVID-19.
- Ready sufficient human and economic resources available to ensure that the operators, staff and client can easily comply with infection prevention and control practises for COVID-19.
- Devise a mechanism of communication between management and staff in order to facilitate procedure change.
- Ensure proper ventilation of spaces, cleaning and disinfection of contaminated items/surfaces.
- Ensure safe water and waste management.

Key Actions

ADVICE TO MANAGEMENT

- Check frequently for updates from Ministry of Health & Wellness (moh.gov.jm)
- Train staff through internal briefings on the MOHW guidelines to control the spread of COVID-19 e.g. hand and respiratory hygiene, cleaning and sanitization.
- Provide your staff and clients with brochures and other educational material with information on COVID-19.
- Encourage staff to do self-assessment for signs and symptoms of COVID 19, report and stay home when these are present. Advise your clients who have respiratory symptoms to stay home.
- Install posters/ signage at strategic points in the establishment on the signs and symptoms of COVID-19.
- Provide your staff and clients with hand alcohol-based hand sanitizer that contains at least 60% alcohol, specially located at the entries to the facility.
- Ensure sufficient provision of safe water for drinking, personal hygiene, laundry, cleaning and sanitation.
- Ensure the safe collection and disposal of excreta and other waste.
- Implement regular cleaning of all surfaces and areas that are commonly touched by client and staff.
- Identify a safety officer to offer guidance, monitoring and support for infection prevention and control practices.
- Conduct temperature checks for all staff and clients and symptom screening for all employees. If implementing health checks, conduct them safely and respectfully.

MANAGEMENT OF PERSONS WHO ARE ILL

- Persons should stay home if they are ill
- Practise social distancing which includes refraining from hugging, kissing, or shaking hands with guests as well as among staff. It involves maintaining a distance of at least 1 m (3 ft.).
- Practise good respiratory etiquette by covering mouth and nose with bent elbow or tissue when coughing or sneezing. Avoid touching eyes, nose, and mouth.
- Thoroughly sanitize hand with an alcohol-based hand rub or washing them with soap and water.
- Facilities with boarding capacity, should place clients and staff who are ill in a temporary holding area and contact the health department
- Report all suspected cases of COVID-19 via telephone to Ministry of Health and Wellness and/or Parish Health Department.
- Maintain client/ staff confidentiality and treat all with respect.

RESPIRATORY HYGEINE

- Encourage staff and clients to wear a suitable face covering when social spacing is less than 3 feet apart.
- Train all staff and clients on the proper use of masks.
- Display posters promoting proper cough and sneeze etiquette.

CLEANING, DISINFECTION AND SANITIZING

- Increase the frequency of scheduled cleaning for the establishment.
- Clean and sanitize general areas at least daily and shared or frequently touched areas objects such as door handles, light switches and hand rails at least twice per day
- Clean with water and soap or detergent and use bleach 0.1% for disinfection or general areas.
- High touch surfaces can be disinfected using a liquid alcohol preparation of 62% and above.
- Wash, rinse, and sanitize food contact surfaces, food preparation surfaces, and beverage equipment after use.
- Use disposable or digital menus, single serving condiments, and no-touch doors and trash cans.
- Reusable utensils, linen or clothing should be washed after each use.
- To disinfect surfaces several products can be used, however, these products **should not be mixed.**
- All chemicals require adequate handling and should be manipulated according to the label indications.
- Cleaning staff should be trained on the use of and provided with personal protection equipment as listed below: Gloves, Disposable gowns, closed shoes. If doing procedures that generate splashes (e.g. while washing surfaces), add facial protection with a face shield and impermeable aprons.

PHYSICAL DISTANCING

- Limit the number of staff in shared spaces to maintain at least six feet separation.
- Provide drive-through, delivery, or curb-side pick-up options and offer outdoor seating.
- Ask clients to wait outside or away from the establishment until they can be served or seated
- Reduce occupancy and limit admission to ensure that all clients remain at least six feet apart.
- Have a maximum of 4 persons for 10 square metres. Tables shall be arranged such that the distance from the back of one chair to the back of another chair shall be more than 1m apart and that guests face each other from a distance of at least 1 m.

- Provide physical guides, such as tape on floors or sidewalks and signage on walls to ensure that clients remain at least six feet apart in lines or when waiting for seating.
- Install physical barriers, and partitions at cash registers, bars, host stands, and other areas where maintaining physical distance of six feet is difficult.

HAND HYGIENE

- Display posters promoting proper hand hygiene.
- Facilitate hand washing by increasing the free availability of hand washing stations with soap and water.
- Hands should be washed or sanitized before eating, before and after preparing food and after touching or handling contaminated items or surfaces. Hand washing is **mandatory** at these critical points.
- Hand sanitize after touching items such as money, parking tickets, elevator buttons, and door handles.
- Regular checks should be carried out to ensure the proper functioning of soap and disinfectant solution dispensers, disposable tissue dispensers, and other similar devices. Defective units should be rapidly repaired or replaced.
- Installing units to dispense disinfectant gel in the different areas of the public establishments, including the public restrooms used by clients and by staff, and other areas of interest (e.g. entrance to the dining hall, restaurants, and bars).
- Restaurants, breakfast, and dining room and bar staff should perform personal hygiene (frequent regular hand washing, cough hygiene) as strictly as possible.

SAFE WATER AND WASTE MANAGEMENT

- Maintain the concentration of chlorine in water for consumption and in pools or spas within the limits recommended by routine checks. Keep a log of all results.
- Waste is to be secured in covered receptacles until removed from the establishment.

VENTILATION SYSTEMS

- Ensure that ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors.
- Monitor the condition of a/c filters and ensure cleaning if visibly dirty.
- The proper functioning of ventilation, air exchange, and dehumidification equipment of covered pools should be checked regularly.
- All rooms and common areas should be ventilated daily.

**If you have further questions, please contact the
Ministry of Health and Wellness at (876) 542-5998 or (876) 542-6006-7
or the Parish Health Department**

REFERENCES

1. Infection control - standard and transmission-based precautions
<https://www2.health.vic.gov.au/public-health/infectious-diseases/infection-control-guidelines/standard-additional-precautions>
2. COVID-19 RECOMMENDATIONS FOR CLEANING AND DISINFECTING PUBLIC PLACES
Supermarkets, markets, neighbourhood stores, banks, public transport, and others
<https://www.paho.org/coronavirus>

3. Infection prevention and control during health care when COVID-19 is suspected: interim guidance. Geneva: World Health Organization;2020 ([https://www.who.int/publications-detail/infection-prevention-and-control-during-health-care-when-novel-coronavirus-\(ncov\)-infection-is-suspected-20200125](https://www.who.int/publications-detail/infection-prevention-and-control-during-health-care-when-novel-coronavirus-(ncov)-infection-is-suspected-20200125)).
4. Water, sanitation, hygiene and waste management for COVID-19: Interim guidance. <https://www.who.int/publications-detail/water-sanitation-hygiene-and-waste-management-for-covid-19>.
5. Global surveillance for COVID-19 caused by human infection with COVID-19 virus: interim guidance. Geneva: World Health Organization; 2020 (<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/technical-guidance/surveillance-and-case-definitions>).