

The Massage School

Covid-19

Cleaning and Sanitizing

Information, procedures, contacts

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This institution is regulated by:

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<http://www.in.gov/dwd/2731.htm>

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Information for Elkhart county and the Goshen community was obtained from <https://goshenindiana.org/covid19> .

Italicized print is taken directly from the stated federal site.

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Cleaning, Disinfecting, and Sanitizing

Steps to follow, in order, for effective cleaning, disinfecting, and sanitizing

- Wash your hands thoroughly before beginning.
- Put on gloves and eye protection to handle cleaning products and to ensure safety while touching inanimate objects.
- Open any doors and/or windows to ensure proper ventilation while using chemicals.
- Begin cleaning commonly touched items with soap and water.
 - Items include tables, desks, keyboards, telephones, light switches, doorknobs and all items in the classroom. This includes high-touch surfaces.
 - Ensure clean wipes and/or rags as needed.
 - Dispose of rags/wipes and soap and water.
- Dispose of gloves, wash hands, and put on a new pair.
- Gather disinfecting and sanitation products from locked cabinet.
- Follow directions on label and do not mix products.
- Disinfect/sanitize all previously washed items and areas. Using clean rags/wipes as needed.
- Do not dry any objects or surfaces. Contact time and drying time can be found on the label.
- Allow doors and windows to remain open and room evacuated while drying time commences.
- Discard of rags/wipes in designated area. Put chemicals into locked designated cabinet.
- Wash hands thoroughly.

These steps shall be followed before and after each class. Cleaning, disinfecting, and sanitizing should also be performed on all breaks.

Bathrooms should be cleaned, disinfected, and sanitized at the same time classroom cleaning occurs.

Cleaning Chemicals used

All chemicals found in the designated locked area shall be approved by the CDC and found on their list N approved products. This information can also be found at epa.gov/listn

Original labels shall remain on products for safety and detailed information.

If any products are diluted per guideline and label suggestion, they shall be in a separate bottle labeled properly.

Diluted bottle labels shall include:

- Date diluted
- Dilution percentage/mix
- Initials of individual mixing and creating label
- Date product should be discarded

Products to be used: (subject to change)

- Soap and water
- Disposable wipes and rags that can be washed in bleach water.
- Diluted bleach (Clorox Bleach, Clorox Performance Bleach¹, Clorox Splash-Less Bleach¹, Fresh Scent Clorox)
- Recommended alcohol mixture
- Clorox Clean up cleaner + bleach
 - EPA registration number: 5813-21
 - Active ingredient: sodium hypochlorite
 - 30 second contact time
- Peraspray
 - EPA registration number: 63838-15
 - Active ingredient: hydrogen peroxide
 - 10-minute contact time
- Libertad
 - EPA registration number: 67619-43
 - Active ingredient: quaternary ammonium
 - 2-minute contact time
- Clorox Commercial Solutions[®] Clorox[®] Clean-Up Disinfectant Cleaner with Bleach¹
 - EPA registration number: 67619-17
 - Active ingredient: sodium hypochlorite
 - 30 second contact time
- Scrubbing Bubbles[®] Disinfectant Restroom Cleaner II
 - EPA registration number: 89900-2
 - Active ingredient: Quaternary ammonium
 - 5-minute contact time
- Scrubbing Bubbles[®] Bathroom Disinfectant Bathroom Grime Fighter
 - EPA registration number: 4822-594
 - Active ingredient: Quaternary ammonium
 - 5-minute contact time
- Scrubbing Bubbles[®] Multi-Purpose Disinfectant
 - EPA registration number: 4822-548

- Active ingredient: Triethylene glycol; Quaternary ammonium
- 5-minute contact time
- Clorox Commercial Solutions® Hydrogen Peroxide Cleaner Disinfectant Wipes
 - EPA registration number: 67619-25
 - Active ingredient: Hydrogen peroxide
 - 30 second contact time
- Clorox Healthcare® Bleach Germicidal Wipes
 - EPA registration number: 67619-12
 - Active ingredient: Sodium hypochlorite
 - 1-minute contact time
- Disinfectant 1 Spray
 - EPA registration number: 1677-262
 - Active ingredient: Dodecylbenzenesulfonic Acid
 - 1-minute contact time
- Clorox Disinfecting Wipes
 - EPA registration number: 5813-79
 - Active ingredient: Quaternary ammonium
 - 30 second contact time

Other disinfectants and sanitizers can include, but not limited to any of the items on the List N through the CDC website.

Handwashing

Handwashing hygiene is one of the most important keys to stopping the spread of germs, infection, diseases, viruses, and more.

The CDC.gov website had these [five steps to follow for handwashing](#):

Follow these steps every time you wash your hands:

1. **Wet** your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
2. **Lather** your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
3. **Scrub** your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
4. **Rinse** your hands well under clean, running water.
5. **Dry** your hands using a clean towel or air dry them.

How Germs Spread

Washing hands can keep you healthy and prevent the spread of respiratory and diarrheal infections from one person to the next. Germs can spread from other people or surfaces when you:

- Touch your eyes, nose, and mouth with unwashed hands
- Prepare or eat food and drinks with unwashed hands
- Touch a contaminated surface or objects
- Blow your nose, cough, or sneeze into hands and then touch other people’s hands or common objects

Key Times to Wash Hands

You can help yourself and your loved ones stay healthy by washing your hands often, especially during these key times when you are likely to get and spread germs:

- **Before, during, and after** preparing food
- **Before and after** eating food
- **Before and after** caring for someone at home who is sick with vomiting or diarrhea
- **Before and after** treating a cut or wound
- **After** using the toilet
- **After** [changing diapers or cleaning up a child who has used the toilet](#)
- **After** blowing your nose, coughing, or sneezing
- **After** touching an animal, animal feed, or animal waste
- **After** handling pet food or pet treats
- **After** touching garbage

Hand sanitizer

CDC.gov shares this information on their website:

Use Hand Sanitizer When You Can't Use Soap and Water



You can use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.

Washing hands with soap and water is the best way to get rid of germs in most situations. If soap and water are not readily available, you can use an alcohol-based [hand sanitizer](#) that contains at least 60% alcohol. You can tell if the sanitizer contains at least 60% alcohol by looking at the product label.

Sanitizers can quickly reduce the number of germs on hands in many situations. However,

- Sanitizers do **not** get rid of all types of germs.
- Hand sanitizers may not be as effective when hands are visibly dirty or greasy.
- Hand sanitizers might not remove harmful chemicals from hands like pesticides and heavy metals.

Caution! Swallowing alcohol-based hand sanitizers can cause alcohol poisoning if more than a couple of mouthfuls are swallowed. [Keep it out of reach of young children and supervise their use.](#)

How to Use Hand Sanitizer

- Apply the gel product to the palm of one hand (read the label to learn the correct amount).
- Rub your hands together.
- Rub the gel over all the surfaces of your hands and fingers until your hands are dry. This should take around 20 seconds.

More information on all of handwashing, hand sanitizers, facts, videos, and more can be found at <https://www.cdc.gov/handwashing/materials.html>.

TMP will demonstrate and practice with student's proper handwashing and education regarding handwashing technique, spread of germs, and other tools and materials. Some of the information used, but not limited to, can be found at <https://www.cdc.gov/handwashing/training-education.html>.

Screening

Screening is not mandatory for individuals who show or experience no symptoms.

If a student or any staff member begins any symptoms they are to:

- Notify Office manager or direct management
- Do not return to work or class with any symptoms or of having symptoms within 5 days
- In order to return to work you must do one of the following: B
 - Be tested for coronavirus after your symptoms have subsided. For example, if you become ill and get tested you must be retested after symptoms have subsided and show proof of a negative result.
 - OR
 - Have five healthy symptom free days with a doctor's approval letter with a date.

Spreading: Ways to slow down or preventions against

- Wear a mask
 - At all times
 - Properly over mouth and nose
 - Do not touch outside of mask
- Social distancing from others, especially in public settings
 - Minimum of six feet
 - The more contact and interaction the more exposure
- When around public indoors ensure you're in a large area and there is proper ventilation
- Wash your hands
 - Thorough hand washing includes lathering with soap and water for 20-30 seconds
 - Frequently
 - Before eating or drinking
 - After touching inanimate objects
 - Using hand sanitizer when not able to wash your hands immediately

Symptoms

There are many symptoms and viruses' effect everyone in different ways.

The most common symptoms are:

- Fever
- Cough
- Headaches
- Fatigue
- Muscle or body aches
- Loss of taste or smell
- Sore throat
- Nausea
- diarrhea

If you show any of these symptoms stay home.

Please do not come to class and contact your instructor immediately to communicate you will not be attending and proceed to get tested for coronavirus at an approved testing site.

Things to Know about the COVID-19 Pandemic

“As COVID-19 continues to spread across the country and the world, we all must remain vigilant. The changes we have had to make to routines and daily life are extremely hard, but these changes are even more important now and in the future. We must stop the spread of this new and dangerous virus. The more steps you and your family can take to prevent the spread of COVID-19, the safer you will be”.

That Massage School Cleaning, disinfecting, and sanitizing

All staff and students will be educated and follow proper handwashing techniques. Proper hand washing is a critical component to reduce the spread of coronavirus.

Cleaning will be completed by the instructor and available staff during the time needed for scheduled class times.

Students will be educated and demonstrate proper procedures as a requirement for part of their CMT program.

WHO (World Health Organization)

Below is information for FAQ / Q&A from their website.

- What areas should be prioritized for disinfection in non-health care settings?

*Disinfection practices are important to reduce the potential for COVID-19 virus contamination in non-healthcare settings, such as in the home, office, schools, gyms, publicly accessible buildings, faith-based community centers, markets, transportation and business settings or restaurants. **High-touch surfaces** in these non-health care settings should be identified for priority disinfection such as door and window handles, kitchen and food preparation areas, counter tops, bathroom surfaces, toilets and taps, touchscreen personal devices, personal computer keyboards, and work surfaces.*

- Which surface disinfectants are effective against Covid-19 in non-health care setting environments?

In non-health care settings, sodium hypochlorite (bleach / chlorine) may be used at a recommended concentration of 0.1% or 1,000ppm (1 part of 5% strength household bleach to 49 parts of water). Alcohol at 70-90% can also be used for surface disinfection. Surfaces must be cleaned with water and soap or a detergent first to remove dirt, followed by disinfection. Cleaning should always start from the least soiled (cleanest) area to the most soiled (dirtiest) area in order to not spread the dirty to areas that are less soiled.

All disinfectant solutions should be stored in opaque containers, in a well-ventilated, covered area that is not exposed to direct sunlight and ideally should be freshly prepared every day.

In indoor spaces, routine application of disinfectants to surfaces via spraying is not recommended for COVID-19. If disinfectants are to be applied, these should be via a cloth or wipe which is soaked in the disinfectant.

- What protection measures should people take when using disinfectants

It is important to reduce your risk when using disinfectants:

- *The disinfectant and its concentration should be carefully selected to avoid damaging surfaces and to avoid or minimize toxic effects on household members (or users of public spaces).*
- *Avoid combining disinfectants, such as bleach and ammonia, since mixtures can cause respiratory irritation and release potentially fatal gases.*
- *Keep children, pets and other people away during the application of the product until it is dry and there is no odor.*
- *Open windows and use fans to ventilate. Step away from odors if they become too strong. Disinfectant solutions should always be prepared in well-ventilated areas.*
- *Wash your hands after using any disinfectant, including surface wipes.*
- *Keep lids tightly closed when not in use. Spills and accidents are more likely to happen when containers are open.*
- *Do not allow children to use disinfectant wipes. Keep cleaning fluids and disinfectants out of the reach of children and pets.*
- *Throw away disposable items like gloves and masks if they are used during cleaning. Do not clean and re-use.*
- *Do not use disinfectant wipes to clean hands or as baby wipes.*

- *The minimum recommended personal protective equipment when disinfecting in non-health care settings is rubber gloves, waterproof aprons and closed shoes. Eye protection and medical masks may also be needed to protect against chemicals in use or if there is a risk of splashing.*

Note: Where cleaning and disinfection are not possible on a regular basis due to resource limitations, frequent hand washing and avoiding touching the face should be the primary prevention approaches to reduce any potential transmission associated with surface contamination.

- Are gloves recommended for the community in public spaces to protect against Covid-19, for example when going to the grocery store supermarket?

No. The use of gloves by the public in public spaces is not a recommended or proven prevention measure. Wearing gloves in public spaces does not replace the need for hand hygiene, nor does it offer any additional measure of protection against the COVID-19 virus than hand hygiene. Gloves do not provide complete protection against hand contamination, as pathogens may gain access to the hands via small defects in gloves or by contamination of the hands during glove removal. People can also transfer pathogens from one surface to another by touching with gloved hands, or even transfer pathogens to the mouth, nose, or eyes if they touch their face with gloved hands.

- Can covid-19 be transmitted at the workplace?

COVID-19 spreads primarily through respiratory droplets or contact with contaminated surfaces. Exposure can occur at the workplace, while travelling to work, during work-related travel to an area with local community transmission, as well as on the way to and from the workplace.

- What is the risk of contracting covid-19 in the workplace?

The risk of exposure to COVID-19 in the workplace depends on the likelihood of coming within 1 meter of others, in having frequent physical contact with people who may be infected with COVID-19, and through contact with contaminated surfaces and objects.

- What are the key considerations for the workplace risk assessment?

For each risk assessment, consider the environment, the task, the threat, resources available, such as personal protective equipment, and the feasibility of protective measures. The risk assessment should also extend to collective accommodation provided by the employer for workers, such as dormitories. Essential public services, such as security and police, food retail, accommodation, public transport, deliveries, water and sanitation, and other frontline workers may be at an increased risk of exposure to occupational hazards for health and safety. Workers who may be at higher risk of developing severe COVID-19 illness because of age or pre-existing medical conditions should be considered in the risk assessment for individuals.

- What are the rights, duties, and responsibilities of employers?

Employers, workers, and their organizations should collaborate with health authorities to prevent and control COVID-19. Cooperation between management and workers and their representatives is essential for workplace-related prevention measures.

International labor standards on the rights and responsibilities of workers and employers in occupational safety and health should be fully respected.

Employers, in consultation with workers and their representatives, should plan and implement measures to prevent and mitigate COVID-19 at the workplace through engineering and administrative controls, and provide personal protective equipment and clothing according to the risk assessment. Such measures should not involve any expenditure on the part of the workers.

Special measures are needed to protect workers at higher risk of developing severe disease, such as those age 60 and over, or with underlying medical conditions, upon recommendation of the occupational health services. Workers in the informal economy and digital labor platforms, those in small enterprises, domestic and migrant workers should not be left behind in the protection of their health and safety at work and their livelihood.

There should be no social stigma or discrimination at the workplace for any reason, including access to information and protection from COVID-19, occupational health services and mental health and psychosocial support.

If COVID-19 is contracted through occupational exposure, it could be considered an occupational disease and, if so determined, should be reported and compensated according to the international labor standards and the national schemes for employment injury benefits.

- What are the rights, duties, and responsibilities of workers?

Workers are responsible to follow the measures for occupational safety and health and infection prevention and control established for their workplace, and to participate in training provided by the employer. Workers should report to their supervisor any situation which may present an imminent and danger to their life or health. Workers have the right to remove themselves from any work situation that they have reasonable justification to believe presents an imminent and danger to their life or health and should be protected from any undue consequences as a result of exercising this right.

- Does WHO recommend workers wear masks at the workplace?

Wearing masks depends on the risk assessment. For jobs and tasks that carry a medium or high risk, for people aged 60 and older, and for those with underlying health conditions, a medical mask and other personal protective equipment should be provided.

Fabric masks or face coverings are currently recommended for younger people and those with no symptoms where physical distancing is not achievable. This prevents the spread of virus from the wearer (who could have COVID-19 but no symptoms) to others. The policy on wearing a mask or face covering in low risk workplaces should be in line with national or local guidelines. Masks may carry some risks if not used properly.

- Are there any directives on office ventilation and air conditioning use?

There should be fresh, clean air in all workplaces. For jobs and work tasks at medium or high risk of exposure, WHO recommends an increased ventilation rate through natural aeration or artificial ventilation, preferably without re-circulation of the air. In case of air recirculation, filters should be cleaned regularly.

Six Steps for Properly Cleaning and Disinfecting Your School

Protect Your School Against COVID-19

Properly cleaning and disinfecting surfaces and objects can help safely and effectively reduce the spread of disease in your school or facility. Routinely clean and disinfect frequently touched surfaces.

- ✓ **Always wear gloves and other personal protective equipment (PPE)** appropriate for the chemicals being used. The PPE may include eye protection
- ✓ **Cleaning and disinfection products should not be used by or near students.**
- ✓ **Make sure that there is adequate ventilation (air flow) when using chemical products** to prevent yourself or others from inhaling toxic vapors.



Step 1:
Visit [epa.gov/listn](https://www.epa.gov/listn) or scan the QR code with your smart phone to see EPA's list of approved disinfectants.



Step 2:
Follow the directions on the label carefully.



Step 3:
Clean surfaces and determine how areas will be disinfected.



Step 4:
Follow the contact time shown on the label.



Step 5:
After cleaning and disinfection, wash your hands with soap and water for at least 20 seconds.



Step 6:
Store chemicals in a secure location away from students' reach and sight.



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[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Cleaning and Disinfecting in School Classrooms

Cleaning and disinfecting are key to limiting exposure to germs and maintaining a safe environment during the COVID-19 pandemic. Reduce the spread of germs by keeping surfaces clean and reminding students of the importance of hand hygiene.

The Difference Between Cleaning and Disinfecting

- ✓ **Cleaning** reduces germs, dirt, and impurities from surfaces or objects and works by using soap (or detergent) and water to physically remove germs from surfaces.
 - Cleaning of surfaces followed by disinfection is a best practice measure for prevention of COVID-19 and other viral respiratory illnesses.
- ✓ **Disinfecting** kills (or inactivates) germs on surfaces or objects. Disinfecting works best by using chemicals, as directed, on surfaces after they've been properly cleaned.

Which Disinfectant Products Should I Use?

You can use any EPA-approved disinfectant against COVID-19. Visit [epa.gov/listn](https://www.epa.gov/listn) or scan the QR code with your smart phone to check EPA's list of approved disinfectants.



Where Should I Clean and Disinfect?

Clean and disinfect frequently touched surfaces and objects within the classroom. Check compatibility for products for use on electronic devices.

Consider cleaning surfaces and objects including but not limited to:

- Door handles and knobs
- Desks and chairs
- Cabinets, lockers, and bookshelves
- Shared computer keyboards and mice
- Light switches
- Pencil sharpener handles
- Sinks and surrounding areas
- Countertops
- Shared electronics such as printers
- Other shared learning materials

When Should I Clean and Disinfect?

Clean and disinfect frequently touched surfaces at least daily or between use by different students. Limit the use of shared objects when possible, or clean and disinfect between use.

Options for cleaning and disinfection include:

- In the morning before students arrive
- Between classes (if students change rooms and while students are not present)
- Between use of shared surfaces or objects
- Before and after food service
- Before students return from recess or breaks
- After students leave for the day



Store cleaning and disinfection products out of the reach of students. Cleaning and disinfection products should not be used by or near students, and staff should ensure that there is adequate ventilation when using these products to prevent children or themselves from inhaling toxic fumes.



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[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Human Resource Contacts

Centers for Disease Control (CDC)

www.cdc.gov

EEOC (U.S. Equal Employment Opportunity Commission) <https://eoc.gov>

Elkhart County Health Department

www.elkhartcountyhealth.org

EPA (United States Environmental Protection Agency)

<https://www.epa.gov>

Goshen City Covid-19 info & resources

<https://goshenindiana.org/covid19>

World Health organization (WHO)

www.who.int

<https://Covid19.who.int>