**Purpose**This policy is designed to provide you with methods to help prevent the spread of COVID-19 through cleaning and sanitizing surfaces potentially contaminated by human hands or droplets from infected persons. The situation is rapidly evolving and The Detroit Health Department, in partnership with the Michigan Department of Health and Human Services, the Centers for Disease Control and Prevention, and other local health departments in Michigan, is taking steps to mitigate the impact of COVID 19 on Michigan.

**Applicability:** City of Detroit Departments

**Related Documents:** List of EPA approved sanitizers for COVID-19   
<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

**Legal Bases:** State of Michigan Public Health code MCL 333.2455, and Detroit Municipal Code Section 24-1-1.2

**Terms and Definitions**

**Cleaning***-* refers to the removal of dirt and impurities, including germs, from surfaces. Cleaning alone does not kill germs. But by removing the germs, it decreases their number and therefore any risk of spreading infection.

**Sanitizing –** refers to a process that significantly reduces the number of viable bacteria, fungi and viruses to a level that is unlikely to lead to infection, but does not destroy all. Typically sanitizing will destroy 99% of microorganisms.

**Disinfection -** works by using chemicals, for example EPA-registered disinfectants, to kill all or nearly all germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs. But killing germs remaining on a surface after cleaning further reduces any risk of spreading infection. Disinfection will destroy 99.999% of microorganisms.

**Policy**Frequent cleaning and sanitizing of surfaces that are frequently touched is a valuable way to reduce the spread of COVID-19 as well as other infectious disease including flu, colds or norovirus.

* 1. Surfaces should be prioritized based on an evaluation of how often they are touched.
  2. Surfaces that are touched very frequently should be cleaned and sanitized every 1-2 hours. Tools should be cleaned and sanitized between uses by different people.
  3. Less frequently touched surfaces should be cleaned and sanitized every 4-8 hours of operation.
  4. While it is not known for certain how long COVID-19 survives on surfaces, other Coronaviruses have been documented with survival between 1 and 9 days.
  5. An analysis of each facility should be conducted to determine what surfaces in the facility are touched by many people. Examples include restroom and entrance door handles, hand sink faucets, counters where people (employees or customers) wait, etc. This analysis should include multiple employees to ensure accuracy.

**Procedure:** Cleaning removes germs, dirt and impurities from surfaces or objects, while disinfecting kills germs on surfaces or objects.

* 1. If a confirmed case of COVID-19 or a symptomatic individual was present in an identified public settings or shared work area (such as public building or bus), staff should immediately perform cleaning and disinfection of surfaces throughout the area.
  2. Otherwise, cleaning and sanitizing should be done in accordance with this schedule:
     1. Frequently touched surfaces should be cleaned and sanitized every 1-2 hours.
     2. Less frequently touched surfaces should be cleaned and sanitized every 4-8 hours of operation
     3. Shared equipment and tools should be cleaned and sanitized between users.
  3. A List of sanitizers that are recommended by the US Centers for Disease Control (CDC) for Coronavirus is found at: https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

2.1.Step 1: Cleaning:

2.1.1. **Always** clean surfaces prior to use of disinfectants in order to reduce soil, grease, grime, etc. Dirt and other materials on surfaces can reduce the effectiveness of disinfectants.

2.1.2. For combination products that can both clean and disinfect, always follow the instructions on the specific product label to ensure effective use. This usually involves two passes with these products, one to clean and the second to disinfect.

3.1. Step 2: Disinfection:

3.1.1. Use EPA-registered products specifically labeled as effective against SARS-CoV-2 or COVID-19 against rhinovirus and/or human coronavirus to disinfect surfaces.

* + 1. If such products are unavailable, it is also acceptable to use a fresh 2% chlorine bleach solution (approximately 1 tablespoon of bleach in 1 quart of water). Prepare the bleach solution daily or as needed.
    2. Label directions must be followed when using disinfectants to ensure the target viruses are effectively killed. This includes adequate contact times (i.e., the amount of time a disinfectant should remain on surfaces to be effective), which may vary between five and ten minutes after application. Disinfectants that come in a wipe form will also list effective contact times on their label.
    3. For disinfectants that come in concentrated forms, it is important to carefully follow instructions for making the diluted concentration needed to effectively kill the target virus. This information can be found on the product label.
    4. Cleaning and disinfection should be conducted by staff who have been trained to use products in a safe and effective manner.
    5. Staff should be reminded to ensure procedures for safe and effective use of all products are followed. This includes proper ventilation of the area including leaving doors open.
    6. Staff do not need to wear respiratory protection while cleaning unless in a confined space.
    7. Safety instructions are listed on product labels and include the personal protective equipment (e.g., gloves) that should be used.
    8. Place all used gloves and cleaning cloths in a bag that can be tied closed before disposing of them with other waste.
  1. Wash hands with soap and water for at least 20 seconds immediately after removing gloves or use an alcohol-based hand sanitizer if soap and water are not available. Soap and water should be used if hands are visibly soiled. Pre-made surface and hand sanitizing wipes with an approved sanitizer solution, are a good choice for areas where handwashing is not available.

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**Administrative Responsibility**The Chief Public Health Officer (or designee) has overall administrative responsibility for this policy.

**Policy Approval**I have reviewed the information contained in this policy and agree with its contents.

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| --- | --- | --- | --- |
| Name | Title | Signature | Date |
| Denise Fair | Chief Public Health Officer |  | 5/18/20 |

The signatures of the people above relay an understanding in the purpose and content of this document. By signing this document, you agree to this as the Cleaning and Sanitizing Policy.

**Revision History and Review Schedule**

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| Next Review: Annually | Edited Date: 5/11/20 |