



# Oasis Social Club



9/11/22

# Oasis Guidelines



9/11/22



# Index

## **1. Introduction**

## **2. Concept & Mission**

## **3. Oasis Membership Services**

Advisors, Our Team, Affiliations

## **4. Staff Guidelines**

Job Descriptions, Education, General Guidelines

## **5. Confidentiality - HIPPA**

## **6. Infection Control**

CDC Guidelines Cleaning Guidelines



9/11/22

# 1. Introduction

## Founders Message

"I have observed the challenges throughout my life and career as a Physician in Geriatric. Nursing Homes and Assisted Living offer families solutions and peace of mind; however, many elders don't survive the move emotionally.

I repeatedly witnessed the missing links through my childhood, professional experiences, and later health crisis experiences with my husband. But what is it? Is that fixable?

Over the years, we have tried reinventing nursing homes' concept and rest homes to beautiful assisted living. Despite the beautified facilities and surroundings, elders still feel uprooted and isolated, suffering in silence and developing depression too often mistaken for mental or neurological deterioration. The COVID crisis brought up an iceberg filled with the deficiencies of nursing homes. The for-profit model edges owners into hiring insufficiently trained staff. New Assisted Living, with a 5-star rating, is stunning and pleasing to families. But are the present plush-looking surroundings addressing elders' needs?

My husband needed to be in a safe environment for an undetermined amount of time due to a severe fall. Our home had too many stairs, and I needed assistance caring for him. The assisted living homes we tried were ranked among the best but brought a series of disappointments for both. He went into a deep depression I also saw in most of the other residents.

Eventually, I realized that what I was experiencing and seeing had bothered me long enough throughout. It was time to do something about it and decided to pursue the concept for a new model involving home-like setting and respite care, with programs that would help elders adapt, socialize and ease the last chapter." Nicolette Asselin

## Founder

---

Maurice Asselin



**A**s a former engineer in the paper industry and Vice-President of International Paper, Mr. Asselin has been involved in significant development projects all over the United States.

When he suffered a fall, he became more dependent and refused the idea of assisted living. A trial ended in major depression. With his wife Nicolette Asselin, a former Geriatric physician, they gave birth to the idea of an Oasis, a place where one could come to gain a safe environment, enjoy the day and meet friends over coffee, take a workshop, or volunteer in a group where more supervision is needed but still live at home. The most important part was that it needed to feel like a real home.

Ref: Maurice Asselin Foundation: [MauriceAsselin.com](http://MauriceAsselin.com)



## 2. Oasis Concept

Our goal at Oasis is to rethink the last chapters of life by addressing aging needs and vulnerabilities by avoiding transition trauma.

- **Principles**

We believe strongly in the **Dignity, Respect, and Inclusion** of older adults.



9/11/22



## **3. Oasis Membership & Services**

## Oasis Membership & Services

Oasis is a social club that also offers workshops and activities for all. In addition, it provides a particular program and respite day or night for people with some cognitive decline to decrease the risk of deterioration and depression that often causes further medical issues.

This program will also assist the caregiver in finding time to care for themselves and engage in other activities to help maintain self-worth.

### **Social Club**

- Provide a space where members can socialize and participate in workshops and activities.

### **Oasis Social Club**

#### **In Pleasant Surroundings**

Members can meet over coffee, join educational programs and workshops, attend movie discussions, and more. [OasisBrewster.org](http://OasisBrewster.org) will give you a picture of current happenings and events.

## Supportive Programs

### Learn, Expand & Cope

**One often has to reinvent one's life when unexpected Life Shifts come by surprise.**

With the close collaboration of local programs, Oasis Brewster has been offering supportive programs for Members. Special Need Care Managers are available to organize those shifts by assisting members.

---

**Home assistance and driving arrangements.**



---

**Onsite sports programs.**



---

**Supervised full-day workshops for frail members.**

## OASIS WeCare

Care Giver Magic

See additional material for full descriptions in material provided for members.

## Advisors:

---

### Funding:

**Lynne Gelber**, Ph.D. Formerly faculty at Skidmore and current funding and grant advisor. Board of Directors Grant to You.

**Georgia Carvalho**, Grants Director at Cape Cod Community College

---

### Health Care:

**Claire Morley, R.N.**, Executive Director of Labyrinth,  
National Association of Healthcare Advocacy Consultants, Mind-Body Medicine.

**Debbie Colby**, R.N., Advocate

---

### Education:

**Pauline Philie**, Program Coordinator at Cape Cod Community College

**Dr. Zacharatos, M.D.**, Family Practice

**Nicolette Asselin, MD**, Retired Physician in Geriatric, medical writer, and author,  
I-Cahn Mount Sinai Medical Center Geriatric Education Center, New York  
Medical College Faculty, University of Kentucky.

**Suzanne Faith, R.N.** psych, CDP. Program Manager for Cape Cod Health Care  
Family Support. **Claire Morley, R.N. MA**, Health Care Advocate, Executive  
Director of Labyrinth Health Advocacy, Mind and Body Harvard University. **Cathy  
Metzger, MSW, LICSW**, Behavior, Health Advisor in Dementia. **Patrick Flaherty**,  
Senior Living Advisor, Founder at Guided Living Senior Home Care, Brown  
University.

---

### Legal

**Chantal Hayse Rice, JD** Elder attorney, Faculty at. Cape Cod Community  
College, Massachusetts Collaborative Law Council, Massachusetts Council on  
Family Mediation, Inc.

## Our Team



Our team is built of enthusiastic individuals interested in bringing the best approach to living at home but have access to a social club offering full-day activities and companionship.

Executive Director, Manager, Social Coordinator, and Workshop Coordinator are committed to a fresh approach with new outcomes.

## Affiliations:

- **Oasis Institute** The Oasis Institute researches solutions for problematic health stabilization, rehabilitation, and recovery to wellness.
- **FCA** The Family Caregiver Alliance has supported and sustained the important work of families and friends nationwide who have cared for adult loved ones with chronic, disabling health conditions for 40 years.
- **NCC** The National Center on Caregiving works to advance the development of high-quality, cost-effective policies and programs for caregivers in every state. Uniting research, public policy, and services, the NCC serves as a central source of information on caregiving and long-term care issues for policymakers, service providers, media, funders, and family caregivers throughout the country.
- **CGC** The Care Giver Connect is designed to connect caregivers to us, resources, and, most importantly, each other.
- **Harvard Medical School:**
  - Provider training: The spectrum of neurodegenerative diseases spans from mild cognitive impairment to frank dementia. It affects patients and their whole families of caregivers at a tremendous emotional and financial cost.
- **MCOA** The Massachusetts Councils on Aging are the “backbone” organization of the DFM initiative, and the leadership team includes Jewish Family & Children’s Service, the Mass. Executive Office of Elder Affairs, the Alzheimer’s Association of MA/NH and the
  - [MHAC Healthy Aging Collaborative and Job Descriptions](#)
  -
- **NYU Langone Health Neurology**
  - NYU Langone Family Support Program research has shown that caregivers who receive emotional and practical support experience measurable improvements in depression, stress, and physical well-being.

\

## 4. Staff Guidelines

---

A. Job Descriptions

---

B. Education

---

C. General Guidelines

---

## A. Job Descriptions

---

### Oasis Manager

- Oversees operations
- Fills in any job as needed
- Overseas care coordinator and Activity Coordinator or activity instructors
- Oversee accounting and office staff.
- Communications with outside,
- Oversee website publishing
- Press
- Policies and regulations reviews
- Legal

---

### Care Coordinator

- Make sure job descriptions are clear and understood by each.

### Scheduling

Plan staff schedule. Prepare weekly schedule, and ensure backup

- Overseas that night and day, Care Staff are performing well by checking that
  - Work is fully finished and done well.
  - Done according to training
  - Shower or sponge baths are done.
  - Pass Oasis IPAD and make sure notes are correctly entered on IPAD
- 3. Coordinate both care and activities for a smooth flow and keep the safety of member guests as a priority
- 4. Training:
  - Plan and participate in training preparation.
  - Follow the standard of housekeeping and general appearance.
  - Obtain own certifications as needed
  - MAP. <https://www.mass.gov/service-details/become-map-certified>
- 5. Supplies:
  - Follow inventory and reordering system of Medical and care supplies. Make sure ordered, in stock, and put away where needed.
- 6. Review Meal Planning by House Manager, the menu of lunches for the following week and food is ordered for the next week.
- 7. Communications with vendors and for repair.



---

## House Manager

Oversee home, housekeeping, and property  
Plan & Prepare meals  
Order food  
Keep a budget  
Participate in activities where needed.  
Assist Member guests.  
Office assignments.

---

## Activities

### Activity Coordinator

Organize activities to enhance interaction and promote purpose in clients.  
Prepare supplies and workshop needs.  
Maintain Safety for both client and staff  
Understanding of body mechanics and ambulatory challenges of elders and elders with cognitive decline.  
An understanding of infection control

---

## Activity Associates and Instructors

### Subjects:

1. Art.
2. Music.
3. Discussions
4. Spirituality
5. Cooking
6. Exercise/Yoga
7. Technology
8. Gardening & Nature

Activity associates oversee an activity they are experienced in and manage supplies needed for the experience.

Activity associates are not allowed to do personal care or assist people in the bathroom.

---

## Respite Associates

### 1. **Personal Care**

- Assist and encourage getting out of bed
- Prepare breakfast and assist when needed
- Shower or Sponge bath
- Assist with Dressing when necessary
- Assist Shave check
- Teeth Brushing
  - straighten-up the guest room
  - Empty bathroom trash
  - Make the Bed daily
  - Report BM if any
  - Check supplies in the guest's room
  - Ensure you have enough backup supplies; ask the care coordinator when they are low.
  - Light housekeeping, kitchen bathroom area

### Seasonal:

- Assist decorating living quarter
- Arrange seasonal and freshly laundered clothes.

### Conclusion:

- Finish with charting. Give a verbal report to the next person with any significant issues, like hydration, BM, mood, etc.

---

## Night attendant

Keep an eye on the cameras.  
Assist when awake with guest's needs  
Laundry-wash and put away  
Home supplies inventory  
Cleaning of rooms  
Experience with ADL

## **GROUND'S FOR TERMINATION**

The following are grounds for immediate termination:

1. Allowing the safety of the dependent(s) to be compromised
2. Inconsistent or non-performance of agreed-upon job responsibilities
3. Concerning issues in background checks
4. Dishonesty
5. Stealing
6. Misuse of work automobile
7. Breach of the confidentiality clause
8. Persistent absenteeism or tardiness
9. Unapproved guests
10. Smoking or consumption of alcohol while on duty
11. Use of an illegal drug
12. Overuse of cell phone or computer for personal use while on duty
13. Negotiating terms of employment with a member directly without approval.
14. They fail to report any additional monies or gifts given to caregivers by members.

---

## B. Education

While working with Oasis, you will have the opportunity to learn new things, prepare for other certifications, or brush up on your skills. You will receive a link to set up your portal at **Care Academy**. Oasis allows for one hour a week to take classes. Each skill acquired entitles you to a certificate upon completion.

You will be assigned the basic classes and those per your job description. Once you are done, you can ask the Care Coordinator to add the classes you are most interested in; there is no limit. After the first login, you can access your courses through OasisWeCare.com, access the training tab, and go to Care Academy.

OASISWeCare also offers many learning opportunities for the Caregiver's magic touch. We recommend that everyone be a follower to receive email notifications of new postings.

### **Basic classes for All Personnel:**

1. Clients' Rights, HIPAA & Elder Abuse Prevention
2. Emergency Procedures
3. Maintaining a Clean & Healthy Environment (Infection Control)
4. Safety Precautions & Falls Prevention: Part 1
5. Safety Precautions & Falls Prevention: Part 2
6. What Does it Mean to Be a Professional Caregiver?
7. Communicating with Older Adults

### **Care Personnel**

8. Assisting with Personal Care Through ADLs
9. Assisting with Independent Living Through ADLs

### **Activities Personnel**

1. Assisting with Range of Motion Exercises
2. Assisting with Activities & Recreational Therapy at Home
3. Safety Precautions & Falls Prevention: Part 2
4. Video: Reporting Emergencies
5. Safety Precautions & Falls Prevention: Part 1
6. Safety in Dementia
7. Introduction to Dementia Care
8. Communicating with a Person with Dementia

9. Clients' Rights and Abuse Prevention for Older Adults Living with Dementia
10. Activities for Older Adults Living with Dementia

**Behavior Management**

1. Addressing Agitation & Aggression in Dementia
2. Activities for Older Adults Living with Dementia
3. Clients' Rights and Abuse Prevention for Older Adults Living with Dementia
4. Medication Administration Basics
5. Modifying Diets to Assist with Difficulty Chewing
6. Observation, Reporting, and Documentation: Part 1
7. Observation, Reporting, and Documentation: Part 2
8. Observation, Reporting, and Documentation: Part 3
9. Overview of Body Systems & Medical Terminology
10. Overview of Nutrition & Food Preparation
11. Overview of Skin Care & Wound Prevention
12. Professionalism: Communication, Problem Solving & Cultural Competency
13. Safety in Dementia
14. The Science of Dementia
15. Reporting Emergencies
16. Reporting the Client's Condition
17. Working with an Aging Population
18. Dice Program

**Care Coordinator:**

1. Addressing Dementia-Related Behaviors When Assisting with ADLs
2. Assisting with Medication Self-Administration: Part 1
3. Assisting with Medication Self-Administration: Part 2
4. Communicating with a Person with Dementia
5. End of Life Dementia Care
6. Overview of Arthritis Care
7. Overview of COVID-19
8. Summary of End of Life Care
9. Overview of Mental Illness Care
10. Overview of Transfers & Mobility Equipment
11. Parkinson's Disease Dementia
12. Preventing Sexual Harassment in the Workplace
13. Video: Assisting an Older Adult to Fall Safely
14. Assisting with Medication Self-Administration: The Five Rights
15. Characteristics of Good Documentation
16. Client Confidentiality
17. Proper Body Mechanics & Safety
18. Understanding Your Client's Rights

19.

---

## C. General Guidelines

---

### Appearance

1. Clothing must be clean and unwrinkled. Clothing worn under the vest should be conservative and meet guidelines. See dress guidelines.
2. Shoes must be clean, polished, closed-toed, and skid proof.
3. When jewelry is worn, it must be conservative. Dangling jewelry, including earrings, can be grabbed by a client or tangled in bedside equipment. Facial piercings and tattoos, when present, must be covered completely. Makeup also must be applied conservatively.
4. Perfume and cologne usually are not recommended or must be kept to a minimum. Many people are allergic to certain fragrances. Remember that you will be in close contact with many clients, and the smell of perfume or cologne can be particularly disturbing to an older adult.
5. Hair, including facial hair, must be clean, neat, and trimmed. Long hair must be pulled back neatly. Like jewelry, long hair can become tangled in equipment or removed by a client. Long hair near an infectious patient can be the vehicle that transports the infection to your next patient.
6. Personal hygiene is essential because of close patient contact, and careful attention should be paid to bathing, deodorants, and mouthwashes.
7. Fingernails must be clean and short. According to the Centers for Disease Control and Prevention (CDC) Handwashing Guidelines, artificial nails or extenders are not allowed.

---

### Communication

1. Cell phone guidelines:  
Cell phone and watch usage are to be reserved for break times unless an emergency or otherwise cleared by the manager.
2. Name tags and radios have to be carried during your presence.
3. Good communication between the staff is crucial to provide quality care to our clients and having excellent teamwork; for these reasons, please report daily on the Oasis Communication iPad in the assigned app for members. Any issues, concerns, or new ideas should also be reported to the manager.

## Social Media Policy

Employee/contractor understands that no information about their location, plans for the day, or pictures of members should be shared on any social media network. Employee/contractor will also not tell strangers to the family (i.e., caregiver's friends) where she is spending the day unless the family has authorized it.

---

## Breaks

- 1. Personnel need to have eaten before arriving. If not possible, one should come earlier to do so or ask the manager for a 15 minutes break.
- 2. Break time or lunch is to be taken at a time assigned by the manager.

---

## Collaboration

- When finished with an assignment, ask a coworker if they need assistance.
- End of the assigned work: Please plug radio devices to recharge for the next day. Trash cans must be emptied, the working area clean and organized ready for the next person.
- Supplies shortages must be reported to the house manager or care manager.
- Any material, devices, or equipment must be returned to the cart or stored in its assigned location so others can find them easily.

---

## Requests for Absence

- A written request should be given to the person coordinating schedules or the manager.
  - 1. Vacations must be requested a month in advance.
  - 2. Day absence needs to be requested two weeks in advance.

## Dress General Guidelines

Oasis does not have a uniform except for a vest or jacket provided. We recommend that you adhere to some general guidelines.

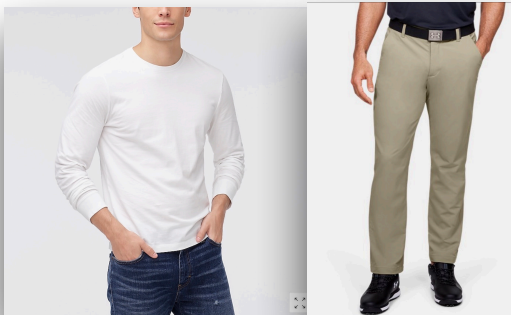
### Women Care Staff:

[White Shirt or any solid color of your choice.](#) [Khaki Pants or unwrinkled dressy](#)  
[Scrubs](#)



### Male Staff:

[Men tops](#)



[Men Kakis](#)



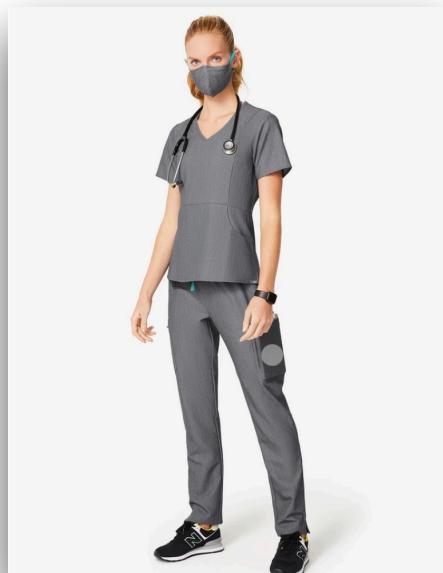
## Shoes

Comfortable shoes to your liking that meet guidelines. [Example](#)



## Night Care staff

Night care staff can wear a complete set of [Scrubs](#) both men and women.

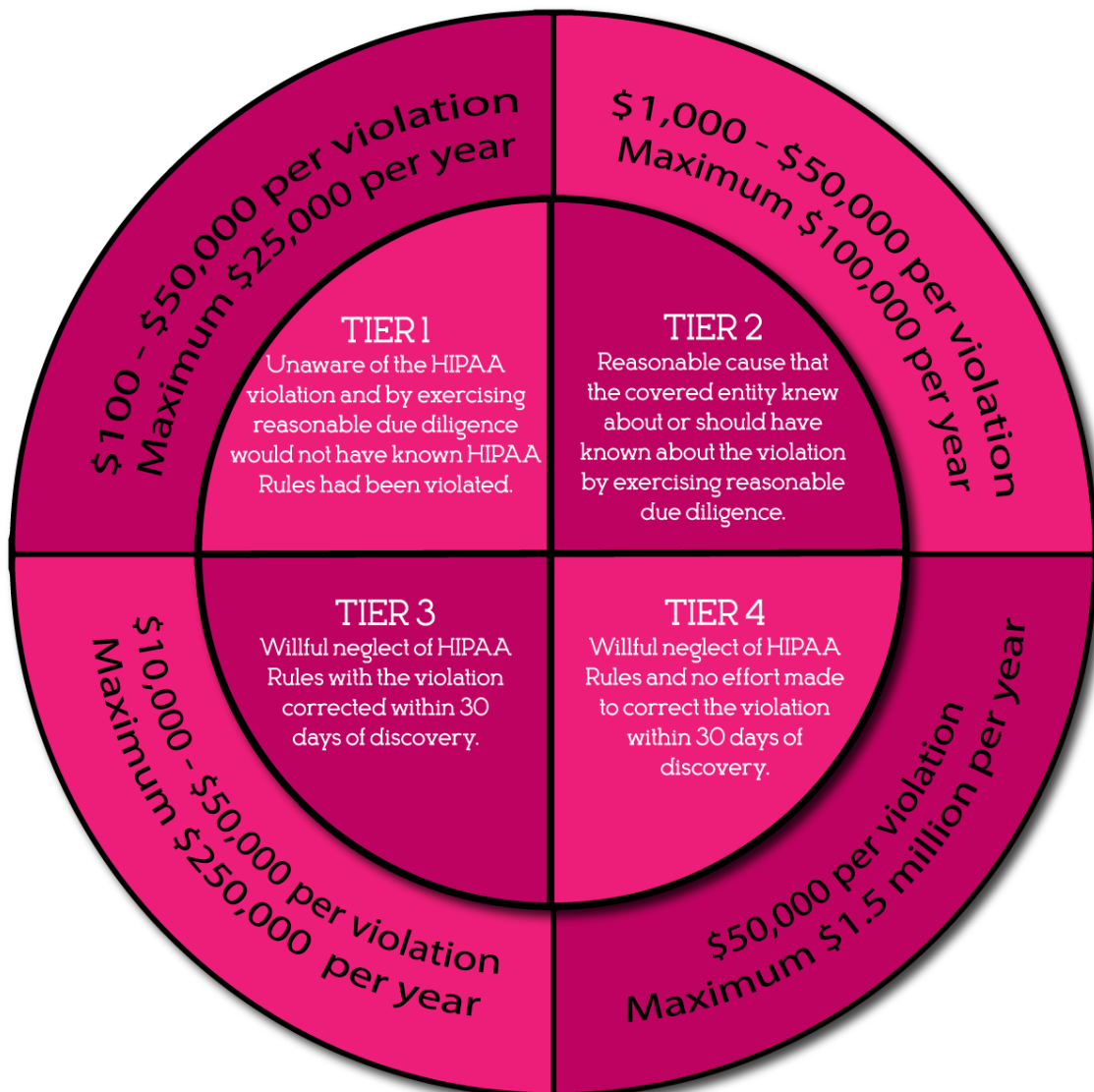




9/11/22

## 7. Confidentiality

### HIPAA Violation Penalties



Copyright © 2018 The HIPAA Guide

## What does HIPAA Privacy mean?

We are a Non-Medical private establishment, but any personal information obtained about the employers, patients, or their dependents during the course of employment, including but not limited to medical, financial, or legal, is **strictly confidential** and may not be disclosed to any third party for any reason.

**Confidentiality:** ePHI is not available or disclosed to unauthorized persons or processes

**Integrity:** ePHI is not altered or destroyed in an unauthorized manner

**Availability:** ePHI is accessible and usable on demand by authorized persons. The Privacy Rule also gives patients rights over their health information, including rights to examine and obtain a copy of their health records and to request corrections.

## 18 HIPAA Identifiers

The HIPAA Privacy Rule sets forth policies to protect 18 identifiers that are considered Personally Identifiable Information (PII). These data points can identify, contact, or locate an individual. When one of these identifiers is used in conjunction with a person's healthcare information, or a payment method used for that healthcare, it becomes Protected Health Information (PHI). The HIPAA Privacy Rule protects the PII of deceased persons for 50 years following the date of death. The data must be considered "identified if any communication contains PII." To be considered "de-identified," ALL of the 18 HIPAA Identifiers must be removed from the data set.

These are the 18 identifiers designated under HIPAA:

1. Name
2. Geographical element - street address, city, county, or zip code (smaller than state)

3. Dates - birthdate, admission date, discharge date, date of death, and exact age if over 89
4. Telephone number
5. Fax number
6. Email address
7. Social Security Number
8. Medical record number
9. Health plan beneficiary number
10. Account number
11. Certificate or license number
12. Vehicle license plate and other identifiers
13. Device serial number
14. Any
15. Website URL
16. Internet Protocol (IP) Address
17. Finger or voiceprint
18. Photographic image (any body part)
19. Any other characteristic that could uniquely identify the individual (like a tattoo)



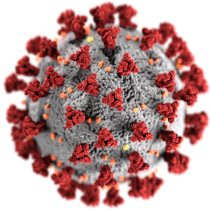
## 8. Infection Control

---

### A. CDC Guidelines

---

### B. Cleaning and Disinfecting



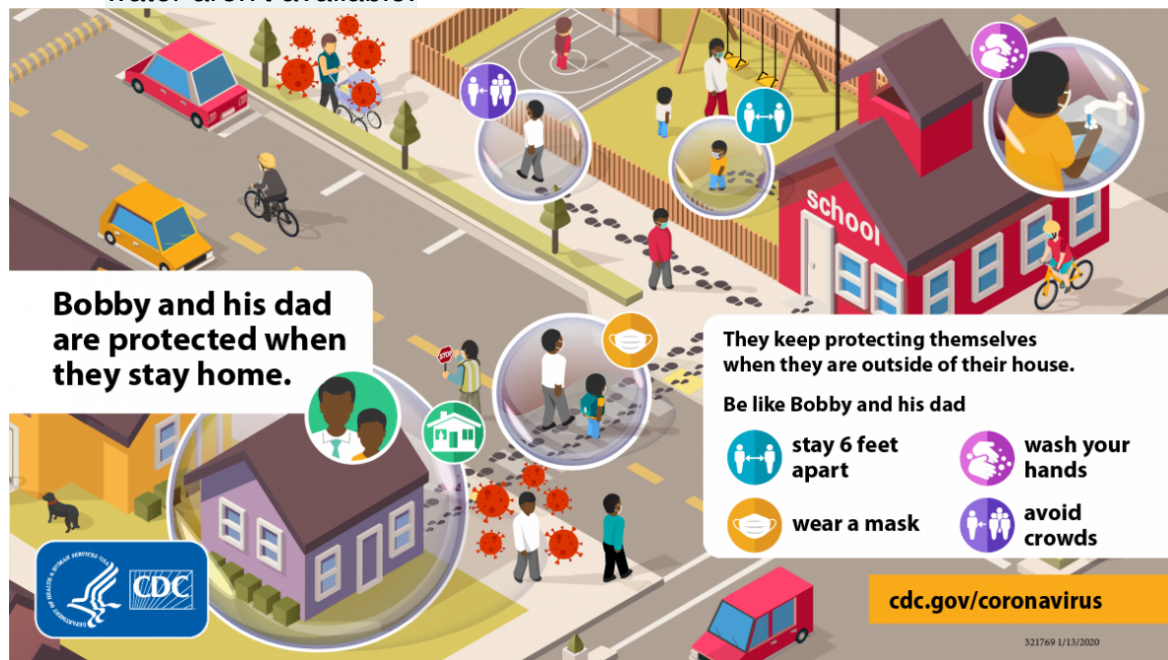
## A. CDC Guidelines:

### How to Protect Yourself & Others

Updated Mar. 8, 2021

#### Essential Ways to Slow the Spread

- Wear [a mask that covers your nose and mouth](#) to help protect yourself and others.
- [Stay 6 feet apart from others](#) who don't live with you.
- Get a [COVID-19 vaccine](#) when it is available to you.
- Avoid crowds and poorly ventilated indoor spaces.
- [Wash your hands often](#) with soap and water. Use hand sanitizer if soap and water aren't available.





Masks are a critical step to help prevent people from getting and spreading COVID-19. A cloth mask offers protection to you and protects those around you. Wear a mask and preventive actions daily in public settings and mass transportation, at events and gatherings, and anywhere you will be around other people.

- CDC recommends that people aged two and older should wear masks in public. Children should NOT wear masks under age two or anyone with trouble breathing.
- Masks should be worn in addition to staying at least 6 feet apart, especially indoors around people who don't live with you.
- If someone in your household is infected, people,
- Effective February 2, 2021, [masks are required](#) on planes, buses, trains, and other public transportation traveling into, within, or out of the United States and in U.S. transportation hubs such as airports and stations.

### Wear your Mask Correctly

- [Wash your hands](#) or use hand sanitizer before putting on your mask.
- Put the mask over your nose and mouth and secure it under your chin.
- Fit the mask snugly against the sides of your face, slipping the loops over your ears or tying the strings behind your head.
- If you have to adjust your mask continually, it doesn't fit properly, and you might need to find a different mask type or brand.
- Make sure you can breathe easily.



## Wear a Mask to Prevent Getting and Spreading COVID-19



### Dos

- Wear a mask over your nose and mouth to help prevent getting and spreading COVID-19.
- Wear a mask in public settings when around people who don't live in your household, especially indoors, and when it may be difficult for you to stay six feet apart from people who don't live with you.
- Wear a mask correctly for maximum protection.
- Wear your mask under your scarf, ski mask, or balaclava in cold weather
- Keep a spare mask to replace one that becomes wet from the moisture in your breath, snow, or rain.
- Store wet reusable masks in a plastic bag until they can be [washed](#).



### Don'ts

- Put the mask around your neck or up on your forehead.
- Touch the mask, and if you do, [wash your hands](#) or use hand sanitizer.

## B. Cleaning and Disinfecting

### Clean Regularly

Cleaning with a household cleaner that contains soap or detergent reduces the number of germs on surfaces and decreases the risk of infection from surfaces. In most situations, [cleaning alone removes most virus particles on surfaces](#). Disinfection to reduce transmission of COVID-19 at home is likely not needed unless someone in your home is sick or someone positive for COVID-19 has been in your home within the last 24 hours.

When and how to clean surfaces in your home

- Clean high-touch surfaces regularly (for example, daily) and after you have visitors in your home.
- Focus on high-touch surfaces such as doorknobs, tables, handles, light switches, and countertops.
- Clean other surfaces in your home when they are visibly dirty or as needed. Clean them more frequently if people in your household are [more likely to get very sick from](#) COVID-19. You might also choose to disinfect.
- Clean surfaces using a product suitable for each surface, following instructions on the product label.

### Reduce contamination of surfaces



Take steps in your home to limit contamination of surfaces from airborne particles or from touching surfaces with contaminated hands.

- Ask unvaccinated visitors to wear masks.
- Follow the guidance for [fully vaccinated people](#) before inviting visitors to your home.
- Isolate people who are sick with COVID-19.
- Have everyone in your household [wash hands](#) often, especially when returning from outside activities.

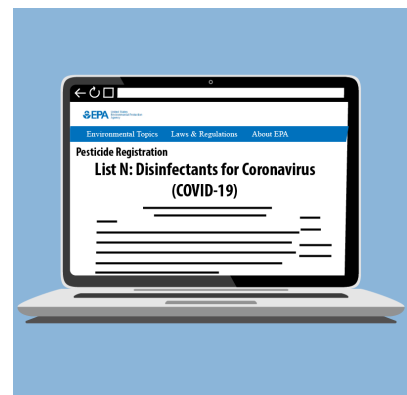


## Clean and Disinfect Your Home When Someone Is Sick

In addition to cleaning, disinfect your home when someone is sick or if someone positive for COVID-19 has been in your home within the last 24 hours. Disinfecting kills any remaining germs on surfaces and reduces the spread of germs. If you are caring for someone who has COVID-19, [detailed instructions for caregivers are available](#).

### How to disinfect

- ALWAYS follow the directions on the label.
  - The label includes instructions on how to use the product and specific instructions to keep you safe. Keep disinfectants out of the reach of children. Many products recommend keeping the surface wet with a disinfectant for a certain period of time (see product label).
- Clean visibly dirty surfaces with household cleaners containing soap or detergent before disinfecting if your disinfectant product does not have a cleaning agent (check the label to verify).
- Use a disinfectant product from the [EPA List Nexternal icon](#) that is effective against COVID-19.
  - Read the label to make sure it meets your needs.
  - If products on the [EPA List Nexternal icon](#) are unavailable, [bleach solutions](#) can be used if appropriate for the surface.

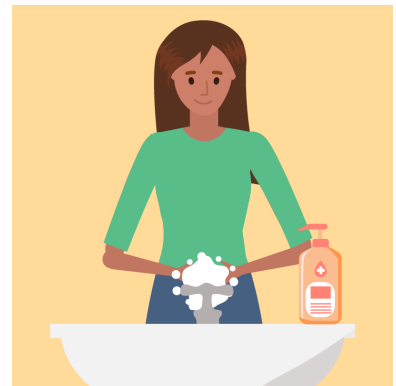


- Wear [gloves](#) for all tasks in the cleaning process. Additional personal protective equipment (PPE) (e.g., eye protection) might be required based on the cleaning or disinfection products used and whether there is a splash risk.

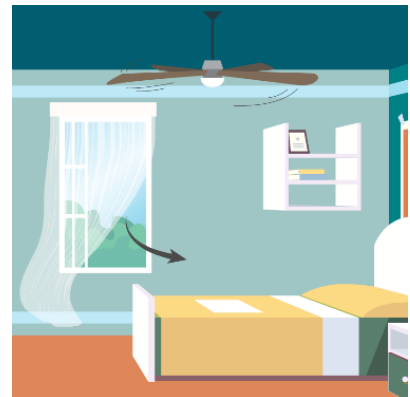


- [Wash your hands](#) often with soap and water for 20 seconds. Be sure to wash your hands immediately after removing gloves.

If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol. However, if hands are soiled, always wash hands with soap and water for at least 20 seconds.



- Ensure adequate [ventilation](#) while using any disinfectant.



## Cleaning and Disinfecting Bedrooms and Bathrooms When Someone Is Sick

- Keep a separate bedroom and bathroom for a sick person (if possible).

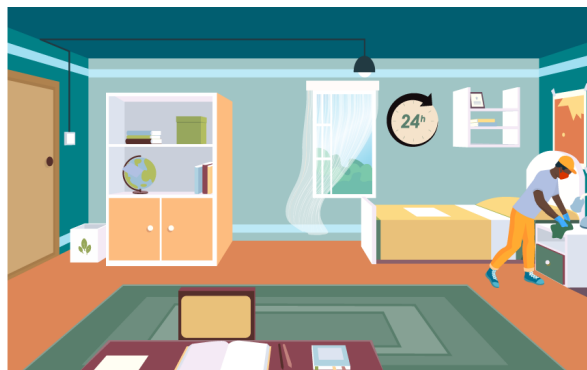
### If the sick person can clean

- Provide dedicated cleaning and disinfecting supplies to the person who is sick.
- Supplies include tissues, paper towels, cleaners, and an.
- In shared spaces, the sick person should clean and disinfect surfaces and items after each use.



### If the sick person cannot clean

- Put on a mask and ask the ill person to put on a mask before entering the room.
- Wear gloves.
- Only clean and disinfect the area around the sick person when needed (when the site is soiled) to limit your contact with the person who is ill.
- Open outside doors and windows, and use fans and heating, ventilation, and air conditioning (HVAC) settings to [increase air circulation](#).



### After the person who was sick no longer needs to be separated.

- Wear a mask when you enter the room to clean.
- Wait as long as possible (at least several hours) before you clean and disinfect. If you can wait 24 hours to clean the areas that the sick person uses (such as the bedroom and bathroom), you only need to clean them

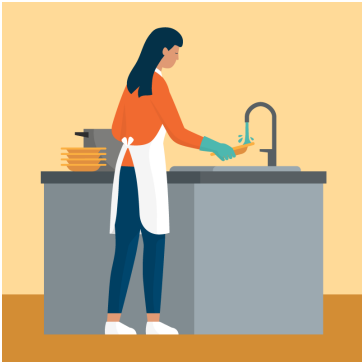
(disinfection is unnecessary).

- Use and store cleaning and disinfectant products safely and correctly.
- Store these products securely and use personal protective equipment, like gloves and masks, appropriate for the cleaning and disinfection products.
- Use products from [EPA List Nexternal icon](#) according to the instructions on the product label.

See [precautions for household members and caregivers](#) for more information.

Alternatively, wait **three** days after the sick person is in the space; after three days, no additional cleaning (aside from regular cleaning procedures) is needed.

After eating



### Dishes

Wear gloves when handling dishes and utensils for the person who is sick.

Wash dishes and utensils with soap and hot water or in the dishwasher.

[Clean hands](#) after taking off gloves or handling used items.



### Handling trash

Use a dedicated, lined trash can for the person who is sick.

Use gloves when removing garbage bags and handling and disposing of trash.

Wash hands after disposing of the trash.



Tips for using chemical disinfectants safely.

Always follow the labels' directions for cleaning and disinfection products to ensure safe and effective use.

Wear gloves and consider glasses or goggles for potential splash hazards to the eyes.

Ensure adequate [ventilation](#) (for example, open windows).

Use only the amount recommended on the label.

If diluting with water is indicated for use, use water at room temperature (unless stated otherwise on the label).

Label diluted cleaning or disinfectant solutions.

Store and use chemicals out of the reach of children and pets.

Do not mix products or chemicals.

Do not eat, drink, breathe, or inject cleaning and disinfection products into your body or apply them to your skin, as they can cause serious harm.

Do not wipe or bathe people or pets with surface cleaning and disinfection products.

Special considerations should be made for people with asthma. Some cleaning and disinfection products can trigger asthma. [Learn more about reducing your chance of an asthma attack while disinfecting to prevent COVID-19.](#)

See

## Cleaning and Disinfecting Different Types of Surfaces

### Soft surfaces



For soft surfaces such as carpets, rugs, and drapes

- Clean the soft surfaces (carpets, rugs, and drapes) with soap and water or with cleaners made for use on these surfaces.
- Launder items (if possible) using the warmest appropriate water setting and dry items completely.
- Disinfect using an [EPA List N external icon](#) product for use on soft surfaces, if needed.
- [Vacuum as usual](#). If vacuuming an area occupied by a sick person or someone positive for COVID-19 in the last 24 hours, wear a mask when vacuuming.

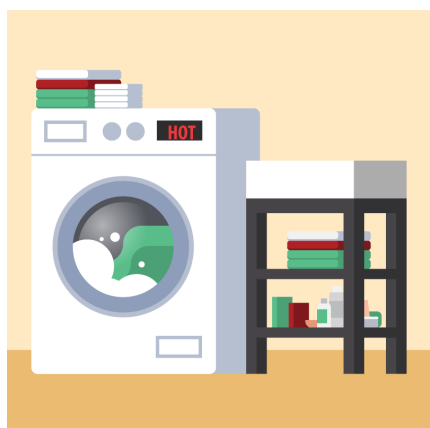
### Laundry

Use the warmest appropriate water setting and dry items completely.

It is safe to wash dirty laundry from someone sick with other people's items.

If handling dirty laundry from a sick person, wear gloves and a mask.

Clean clothes, hamper, or laundry baskets according to



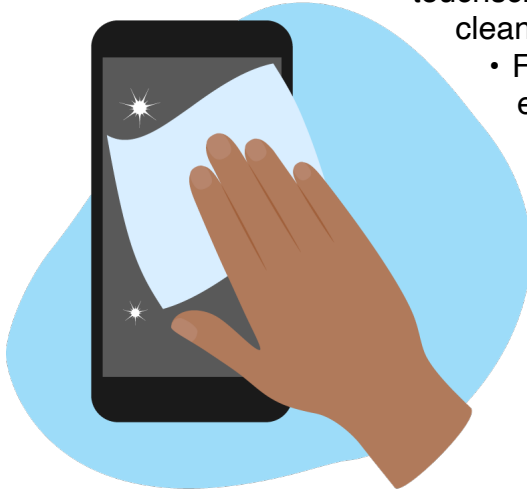


guidance for surfaces.

Wash hands after handling dirty laundry.

### Electronics

- Consider putting a wipeable cover on electronics (phones, tablets, touchscreens, keyboards, and remote controls) to make cleaning easier.



- Follow the manufacturer's instructions for cleaning the electronic device.

- If needed, use a disinfectant from the [EPA List N external icon](#) but note that many electronics products contain alcohol because it dries quickly.



9/11/22

### Notes:



