

# Cleaning and Disinfecting

As outlined in the Responsible RestartOhio program, cleaning and disinfecting is one of the responsible protocols for getting Ohio back to work. In addition to employees maintaining good hygiene at all times, workplaces should be cleaned and sanitized throughout workday and at the close of business or between shifts.

## Cleaning Protocols and Frequencies

Cleaning protocols and frequencies vary depending on your unique business needs and industry. General guidelines include:

- Daily deep disinfection of high-contact surfaces is required
- Frequent disinfection of desks, workstations and high-contact surfaces
- Daily disinfection of common areas
- Daily disinfection of entire facility is recommended

Common supply recommendations and quantity depend on your industry, physical environment and unique circumstances within your organization. Refer to the table below for suggestions. The Summa Health Corporate Health team also can help you determine your specific needs.

## Suggested Disinfection Frequency

Area/Place	Disinfection Content	Disinfectant	Disinfection Method	Frequency
Work cell common surfaces	Including control buttons, tools and other common surfaces	Hospital grade disinfectant or <b>fresh 10% chlorine bleach solution</b> (sodium hypochlorite solution) as appropriate	Spray with hand held sprayer or wipe	Minimum at the end of each shift
Offices, desk and conference rooms	Table and chair surface		Spray with hand held sprayer or wipe	Minimum at the end of each shift
Conveyor belts	Wipe areas of common employees interphase		Spray with hand held sprayer	At least once in the morning or afternoon
Moveable trays or containers	Handles and other commonly touched areas		Spray with hand held sprayer	Based on Use
General objects often used or touched	Doors and windows, handles, faucets, sinks and bathrooms		Spray with hand held sprayer or wipe	At least four times per day

Source: Safe Work Playbook. April 06, 2020. The Lear Corporation



## Returning to Work After COVID-19 Shutdown An Employers Guide

### In-House vs. Outsource Cleaning

While using in-house staff to clean may be less expensive, you may want to consider outsourcing the cleaning and disinfecting of your facility. Prior to opening, ask yourself:

- Do you have the masks, gloves, gowns, and other necessary PPE to provide to your in-house staff to complete cleaning requirements?
- Are your employees trained on the chemicals being used and have they received the appropriate MSDS sheets?

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### Handwashing and Personal Hygiene

Regular handwashing and proper personal hygiene should be encouraged for all employees. Handwashing and sanitizing stations should be provided.

**If you have questions regarding cleaning and disinfecting or need other corporate health assistance, please contact Summa Health Corporate Health at 330.940.5770. We are here to help you navigate this new normal, safely and efficiently.**