

Things to remember if an individual is suspected of or has been confirmed of having a case of COVID-19

INITIAL STEPS TO TAKE FOR A SUSPECTED OR DIAGNOSED

- Ensure that the individual's primary health care provider is aware of the symptoms and/or confirmed COVID-19 diagnosis. If available, utilize telehealth for necessary medical appointments.
- Adjust medication and plan of care (including IPP) per primary care provider's instructions.
- Develop a plan to ensure that the individual's necessary needs will be met (groceries, meal preparation, filling prescriptions, etc), while keeping them isolated to mitigate spread.
- Monitor and record symptoms of individual (including respiratory rate and oxygen saturation, if possible). If symptoms worsen, notify primary care provider for further instruction.
- Isolate individuals as much as possible by using separate bedrooms and bathrooms. If a separate bathroom is unavailable, it should be sanitized after each use.
- **If the individual has a medical emergency, call 911 immediately and notify the dispatch personnel of the individual's possible or confirmed COVID-19 diagnosis.**

ENVIRONMENTAL RECOMMENDATIONS AND MODIFICATIONS

- Prohibit non-essential visitors.
- Individuals who are sick should not care for pets or other animals.
- Ensure that shared spaces have good airflow (AC or open window).
- Household items, such as dishes, utensils, bedding and towels, should not be shared and should be cleaned after each use.
- Clean all "high-touch" surfaces, such as countertops, tables, doorknobs, light switches, toilets, phones, keyboards, tablets, etc, daily. Also clean any surfaces that may have blood, stool or body fluids on them. Options for cleaning surfaces include:
 - Household cleaning sprays or wipes used according to its label instructions.
 - Diluted household bleach solutions may be used if appropriate for the surface. Household bleach will be effective against coronavirus when properly diluted. Ensure that the product has not expired.
 - To make bleach solution mix:
 - 5 tbsp (1/3 c) bleach per 1 gal of water OR
 - 2 tbsp bleach per 1 qt of water
 - After applying solution, allow it to stay on surface for 1 minute
 - Follow manufacturer's instructions for application and proper ventilation
 - ***Never mix household bleach with ammonia or any other cleanser***
- Wash laundry thoroughly.
 - Wear disposable gloves while handling laundry and keep soiled items away from oneself. Wash hands (with soap and water or an alcohol-based hand sanitizer) immediately after removing gloves.
 - Remove and immediately wash clothing that has blood, stool or bodily fluids on them, as well as any items that have come in contact with the individual.
 - Read and follow washing instructions for laundry or clothing items and follow detergent recommendations. In general, using a normal laundry detergent according to washing machine instructions and dry thoroughly using the warmest temperatures recommended on the clothing label.
 - Line laundry and waste baskets with plastic bags and sanitize them in between lining removal by using hard surface cleaning instructions above.

HYGIENE AND USE OF PPE

- Hand washing and hygiene should be performed frequently by all individuals, staff and support persons of the facility.
 - Hand washing: scrub with soap and water for at least 20 seconds (sing “Happy Birthday twice”).
 - Hand sanitizer (should contain at least 60-95% alcohol): cover all surfaces of hands and rub together until they feel dry.
 - This is not a replacement for hand washing. Wash hands with soap and water as soon as you can afterwards.
 - Hand sanitizer should not be used if hands are visibly dirty or greasy.
- Avoid touching eyes, nose and mouth at all times.
- Individual with suspected or confirmed COVID-19 diagnosis should wear a facemask, if possible, when others are around. Staff should wear facemask when around the individual, too.
- Wear a facemask and gloves when you have contact with the individual’s blood, stool, or other bodily fluids.
 - All gloves and facemasks should be discarded after each use. See Iowa Department of Public Health guidelines for reusing supplies if there is a shortage.
 - When removing all personal protective equipment, first remove and dispose of gloves. Then, immediately wash hands with soap and water or an alcohol-based hand sanitizer. Next, remove facemask, and immediately wash hands again with soap and water or alcohol-based hand sanitizer. If reusing mask, store in a sealed container between uses.
- Place all used PPE and other contaminated items in a lined container before disposing of them. Wash hands with soap and water or alcohol-based hand sanitizer immediately after handling these items.

VISITORS, OUTINGS AND LEAVING THE HOME

- Individuals and staff should comply with all issued orders, including Governor’s Executive Orders directing business closure, social distancing, and staying home other than necessary trips (food, prescriptions and medical appointments).
 - Social distancing places a hardship on individuals, their families, guardians and/or natural supports. It is important to facilitate safe contact and connection with the individuals’ family, friends and community.
 - Encourage the use of technology to allow individuals to connect with family, friends and faith communities. Many organizations are offering online opportunities for socialization. This can be achieved by using FaceTime, Zoom, Facebook, or other social-networking platforms.
- If family members choose to take individuals out of facility, then they will need to agree to keep the individual in their home for a fourteen (14) day symptom-free quarantine period prior to coming back to the facility. This should also be documented in the individual’s medical records.
- Please contact state or local health departments, primary health care providers, or visit CDC.gov for additional information and resources.

IACP adapted this information on from Operational Information for HCBS Residential Services Pertaining to COVID-19, Colorado Department of Health Care Policy and Financing, April 2020. This document was revised in October 2020.