

**Posting Requirement per the Governor's Roadmap to Reopen Indiana**



**i) Health Screening Process**

- The only entrances into the hospital will be through the Rotunda (main entrance) and the ambulatory ER door (at the front of the hospital).
  - ALL EMPLOYEES, VISITORS, AND PATIENTS MUST ENTER HERE.
  - The Rotunda entrance will be open from 0600-1900 on a daily basis.
  - The ER ambulatory entrance will continue to be open 24hrs/day x 7days/week.
  - Any other patient entrance into the hospital, i.e., for entrance into hospital-based clinics, is arranged by the clinic's office staff.
- All non-essential visits to the hospital will be limited.
  - Medical records requests, payment of medical bills, etc. will now occur at the Front Desk.
- Medication pick up for the employee pharmacy will be restricted to the employee only.
- Employees must continue to park in employee designated areas only. It is understood that an employee may need to walk a further distance.
  - NO employee is allowed to enter the hospital through the ambulance bay.
  - You MUST walk to one of the designated entry points into the hospital.
- Visitor restrictions will be severely limited.
- Visiting hours will be limited to 0800-1900. Overhead pages will be done at 1830 and 1900.
- ALL employees MUST screen EACH day PRIOR to the shift.
- Proceed to Front Desk
  - Fill out the initial screening form;
  - If any question is self-reported a "yes," proceed to the Clinical Screener;
  - Turn in form to screener. Proceed to work area.
- Traffic through the hospital will be color coded to indicate area of service:
  - **YELLOW** = Patient visitor
  - **BLUE** = East end services (Women's Health, Pain Mngmt., QuickCare, Rehab)
  - **PINK** = Central services (Rad, Lab, RT, ER, OPS/Infusion, Coumadin Clinic)
  - **GREEN** = West end services (Cardiac Rehab, Ortho)

**ii) Enhanced Cleaning Protocols for SCCH Staff**

**CLEANING INSTRUCTIONS FOR USING BLEACH-RITE and VIREX**

- Diversy Virex 256 II-1/2 oz per Gal.: 10 minute contact time for total disinfection of surfaces. Not effective for C-Diff Spores.
- If you are cleaning counters please spray bleach rite on cloth then wipe off. Contact time (stays on surface) is 1 minute.
- If you are cleaning beds you can use virex. Spray directly on the bed-wait 5 minutes then wipe off.
- Please only use 1 cleaning cloth per room-when cleaning rooms. Never spray bleach and virex on the same rag.
- Blood pressure cuffs can be wiped off with bleach, then lay open to dry.
- Wear gloves when using any kind of chemical to prevent chemical burns.
- When you are finished with your soiled cloths, please place in a small trash bag, tie it shut then place it in your soiled utility closet to be picked up by laundry.

### **CLOROX WIPES RTU- C-DIFF & TB CLEANING (3 minute dwell time)**

- Must rinse equipment with potable water that will contact food or drinking water.
- Sani-Wipes-2 minute contact time.
- Bleach spray has a 5 minute contact time for C-Diff and TB cleaning. Must rinse equipment with potable water that will contact food or drinking water.
- **Please use bleach spray on all high touch surfaces.**

Place dirty rags into a small trash bag and tie it at the end of the day and place in soiled utility. DO NOT put your gloves in these bags.

#### **iii) Hand Hygiene**

- Hand sanitizer stations: Contact Housekeeping when supplies run low in your department or any of the public areas in the hospital. Pump bottles are to be refilled by Housekeeping staff.
- Hand-washing reminders are posted throughout the hospital and clinics. Please report if a handwashing reminder flyer needs to be replaced in any hospital area, restroom or patient room.
- Hand sanitizer has been conveniently placed throughout the organization, including at screening areas where people enter the facility.

#### **iv. SOCIAL DISTANCING**

