

Washoe County Health District Operating Checklist for Enhanced Cleaning of Guestrooms During COVID-19 Pandemic and Public Accommodations Operating Checklist

Facilities throughout Nevada have been closed, some since March 15, due to the COVID-19 pandemic. As facilities reopen, the Washoe County Health District (WCHD) is recommending steps to reduce further transmission in our communities. The following information is based on CDC guidance and public health principals to help facilities open in a safe manner. These guidelines are intended for the initial phase of reopening the economy and are subject to change depending on how the outbreak progresses. The guidelines are intended to supplement your routine cleaning procedures.

Clean and Disinfect

- Clean visibly dirty surfaces using detergent and water. Follow with a registered disinfectant on [EPA List N](#). Follow the directions on the label for use, including contact time, to ensure safe and effective use of the products.
- Practice routine cleaning and disinfection of frequently touched surfaces. These include: tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.
- If your facility provides dishware in guest rooms, we suggest providing it only upon guest request. Consider using disposable items where possible.

Soft Surfaces

- For soft surfaces such as carpeted floor, upholstered furniture, rugs, and drapes: clean the surface using soap and water or with cleaners appropriate for use on these surfaces as needed. Launder per manufacturer's directions or use a registered disinfectant from [EPA List N](#).
- Consider removing decorative pillows and other hard to clean items from the guest room. All bed linens, blankets, comforters, pillow protectors, and towels must be changed upon guest checkout.
- Bed pillows in guest rooms must be washed upon guest check-out. Alternatively, pillows can be fitted with an impervious cover. In that case, the used cover can be washed and a replacement provided for the next guest.
- Mattress encasements are recommended with an extra pad or sheet which may be washed upon guest checkout.

Electronics

- For electronics, such as tablets, touch screens, keyboards, remote controls, consider putting a wipeable cover on electronics. Follow manufacturer's instruction for cleaning and disinfecting.

Wear disposable gloves, gowns and masks for all tasks in the cleaning process, including handling trash.

- Additional personal protective equipment (PPE) might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash. Additional personnel may be required as the use of additional PPE may decrease staff's productivity.
- Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area.

Handwashing

- Always wash immediately after removing gloves and after contact with a person who is sick.
 - Hand sanitizer: If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.
- Additional key times to wash hands include:
 - After blowing one's nose, coughing, or sneezing
 - After using the restroom
 - Before eating or preparing food and
 - After contact with service animals or pets.
- Consider installing soap and hand towel dispensers at all available sinks so staff has increased availability to adequate handwashing facilities.