

OCB Medical Department COVID-19 recommendations	SOP for SARS-COV-2 Laundry management	25/03/2020
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These procedures should be followed for all locations dealing with SARS-COV-2 suspected/confirmed cases. Linen and laundry are a support services which not only ensures prevention and containment of hospital infection but also responsible for providing safe, clean, adequate and timely supply of linen to the isolation unit. The Purpose of this SOP is to describe the process for the supply and cleaning of linen from the Isolation unit respecting IPC recommendations for COVID-19.

1. Flow of activities from the Isolation unit and other services (ex. OT department) to the Laundry Department

In order to reduce the risk of cross-contamination through transportation and during the laundry service processing it is essential to define:

- specific timeframes for the collection of the dirty linen from all related services
- specific scheduled laundry processing planning

1.1. Collection and Transportation

1.1.1. Use of Personal Protective Equipment (PPE)

All linen collection, dispatch and processing should be performed with the highest precaution and use of PPE (level 3 see annex) is obligatory.

Activities & context		Hood/ charlotte	Surgical Mask	Protective gloves	Reusable Face shield /Goggles	Type of gown
Scenario with no known COVID-19 cases within Health-Structure Catchment area		Standard IPC				
Confirmed Cases in catchment area / Health Structure	Direct contact with suspect/confirmed patients, with concerns for short-range aerosols AND with likelihood of getting in contact with body fluids	✓	✓	✓	✓	Disposable Fluid resistant coverall/non-woven gown +apron
(Scenario 3-5)	e.g. cleaner in suspect area, laundry, PCR lab					

1.1.2. Collection and transportation equipment

- Separate trolleys from the rest of the regular hospital services for the transportation of linen linked to the Isolation unit should be available.

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- Separate and identified specific color trolleys should be used for the transportation of clean and dirty linen to and from the Isolation unit.
- All trolleys used for transporting dirty linen should have two compartments or use two different containers/buckets, one for carrying infected linen (Stains of blood or body fluid) and the other one is for visually clean linen. The IPC supervisor should provide training in order to ensure compliance.
- Transportation trolleys and equipment should be disinfected after every transport with 0.1% chlorinated solution. The Watsan /IPC Supervisors should perform inspection controls for ensuring compliance.

1.1.3.Collection/storage location

A dedicated space (preferably dry & ventilated) needs to be defined inside the Isolation wards (dirty area) dealing with suspected/confirmed cases to temporarily store the dirty linen before collection by the designated team and facilitate the reduction of movements to/from the Isolation unit to the Laundry service. In order to facilitate the collection, the location should be equipped with:

- 3 x 100L buckets with lid and handles
 - 1 bucket for dirty linen
 - 1 bucket for reusable PPE
 - 1 bucket for waste (see Waste Management Protocol)
 - 1 small bucket with lid for dirty floor mops or floor mops can be placed inside a sealed bag and disposed inside the
 - Surfaces cleaning mops can be placed in a sealed bag and disposed inside the dirty linen bucket
- Medical staff/cleaning staff inside the Isolation unit (dirty area) is responsible for ensuring the transfer of all buckets from the dirty area to the clean for the collection by the laundry/waste management team.
 - **Attention:** in case there is no possibility of ensuring the transfer of the buckets from the dirty to the clean area by staff of the isolation ward, laundry/waste management team is obliged to:
 - Don PPE (level 3- annex) before accessing the dirty area
 - Doff PPE(see annex) before leaving dirty area , **perform hand hygiene at each step of doffing**
 - Re-don PPE (level 3) before starting the transportation of the buckets to the laundry service.

1.1.4.Circuit and collection procedure

It is highly recommended to have a separate route for transportation of the laundry; if separate route is not possible then early morning is preferable to avoid public contact.

The collections of dirty linen should be done as follows (number of transport to be defined based on the volume of linen):

- On the morning shift, the cleaner should access the dirty area in the Isolation Ward and collect the dirty laundry
- The buckets should be closed properly and loaded on the transportation trolley

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1.1.4.1. Procedure

1. Wash Hands at entry hand washing points
2. Wear PPE in the following sequence(see Annex)
 - a. Remove all personal belonging (watch, pen, cell phone ...)
 - b. Put surgical scrub
 - c. Put on hood or charlotte
 - d. Wear boots
 - e. Perform hand hygiene
 - f. Put on coverall(if not available use non-woven gown + Apron)
 - g. Put on face shield/goggles (if no face shield available)
 - h. Put on protective gloves
3. At the point of generation, linen used for a person suspected or confirmed to have COVID-19 infection should be Collected and placed in the bulk laundry trolley in the respective compartment/bucket.
4. Do not place used/infectious linen on the floor or in any surfaces
5. Do not shake the dirty laundry. Shaking the laundry carries a possibility of dispersing the virus through the air.
6. PPE must be maintained during the entire process of collection and transportation process.
7. Before carrying, make sure the linen is completely covered in the trolley.
8. Do not overfill laundry buckets
9. All linen bags/receptacles must be tagged ,e.g. ward, area , date
10. Trolley must be cleaned with soap and water then disinfect with 0.1% chlorinated solution after linen has dispatched at the Laundry before returning to depot.

2. Flow of activities at the Laundry Department

2.1. Reception of linen:

All staff handling linen from the Isolation unit or other related to COVID-19 services needs to be equipped with Personal Protective Equipment (PPE): hood/charlotte, surgical mask, face shield, coverall, apron, protective reusable gloves during the entire duration of handling those linen in the dirty laundry area(see annex 1)

2.1.1. Weighing and Sorting:

Follow standard operating procedures, use a separate weighing scale for COVID19 suspected or confirmed linen

1. Segregate all visually clean linen and dirty (linen with stains)
2. Weigh the linen and get it ready for washing

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2.1.2. Disinfection:

All reusable linen issued from locations dealing with suspected/confirmed cases has to be soaked in a specific bucket with cold water for visibly soiled linen (OT laundry, any visible body fluid) for 30 minutes and brush it when required

N.B: Chlorine is not effective on soiled linen with body fluid (chlorine effect is not active on organic materials)

2.1.3. Washing:

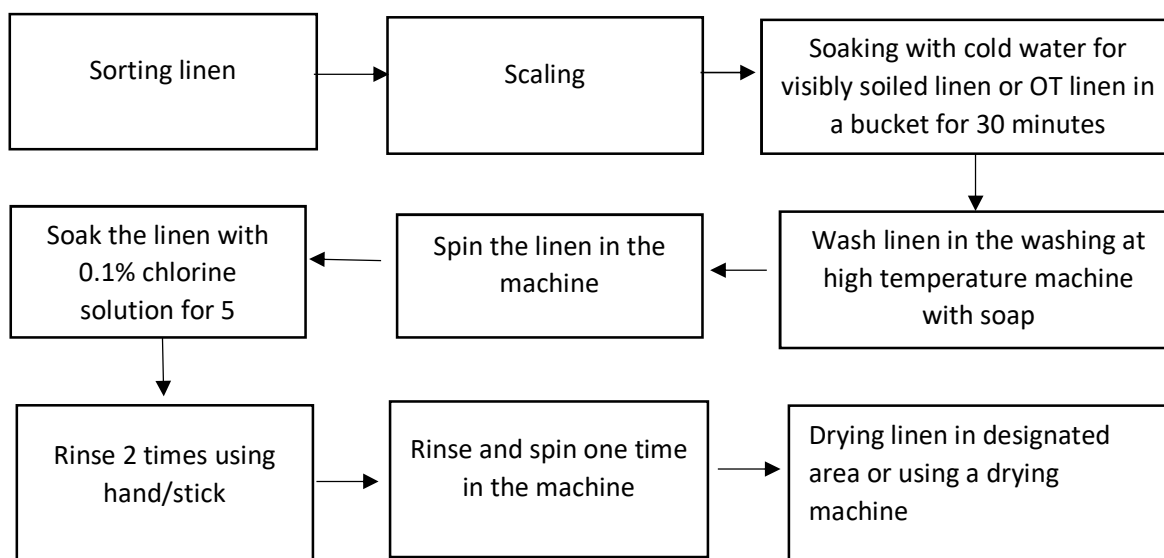
Procedure:

Time reserved for washing laundry from Isolation ward should be define by the project considering quantity of laundry, and that separation between infected and non-infected linen is mandatory.

A. Domestic machine :

1. Soaking with cold water for visibly soiled linen or OT linen in a bucket for 30 minutes
2. Wash linen in the washing machine as standard operating procedure at highest temperature available. .
3. Spin the linen
4. Soak the linen in a 0.1% chlorine solution for 5 min
5. Rinse 2 times by hand using a stick
6. rinse and spin for 1 time in the machine
7. drying linen in designated area or designated drying machine
8. Disinfect of all buckets and equipment used for the processing of the contaminated linen with 0.1% chlorinated solution and let dry.

Domestic washing machine guidance



B. Hand wash:

1. Soaking in cold water for visibly soiled linen or OT linen
2. Hand washing with soap (using a brush)+ Rinse
3. Disinfect with chlorine 0.1% for 5 min

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4. Rinse it 3 times
5. Spin (ring out by hand)
6. Dry it

2.1.4. Ironing and Storage:

The clean linen items are stored in the central storage area before distribution. It may be stored in a closed cupboard or plastic container.

Procedure:

1. Check for damage and sew the torn linen.
2. Press the linen, assemble and store in close cupboard or closed plastic container.
3. Minimum three sets of linen are required. One already in use, one in washing cycle in the laundry and one in stock.

3. Cleaning and Disinfection of equipment and laundry area:

Additional precautions should be taken into consideration for cleaning and disinfection of the laundry area as follows:

Type	Clean	Disinfect	
		Product	Method
Surfaces	Clean with water and soap Rinse mop	0,1% Chlorine	Wet mopping Leave to dry
Walls- Floors	Clean with water and soap Rinse mop	0,1% Chlorine	Wet mopping Leave to dry
PPE re-usable AT DOFFING (goggles, face shield, apron, protective gloves)		0,5% Chlorine	Dip in 0,5% Chlorine (no soaking) Rinse with clean water
PPE re-usable AT LAUNDRY (goggles, face shield, apron, protective gloves)	Clean with water and soap	0,1% Chlorine	Soak in 0,1% Chlorine for 5 minutes
Boots – shoes	Clean with water and soap Rinse	0,1% Chlorine	Soak in 0,1% Chlorine for 5 minutes Rinse with clean water et leave to dry

ANNEXES:

Annex 1 – PPE donning- Doffing



PPE_EN_donning_doffing.pdf

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