

Hope Horizon's Policy on Coronavirus Disease 2019

Hope Horizon, LLC has initiated the following policy on preventing the spread of COVID-19.

It is mandatory that any employee that is feeling ill stay home until they are better. If employees have a family member in their home who is ill they must stay home to prevent the possibility of spreading the illness. Employees who work directly with individuals in their homes MUST phone management to inform them that they will be unable to work. Staffing will be prioritized according to a Patient's triage level.

Infection reports must be filled out when suspected and confirmed cases of COVID-19 are confirmed.

It is mandatory that all staff remain diligent and wash their hands and follow all Universal Precautions as they have been trained to do. If any staff do not feel that they are competent to follow the universal precautions, then they will be retrained.

Handouts regarding proper hand-washing techniques and disinfecting will be provided to staff for reference and re-training purposes.



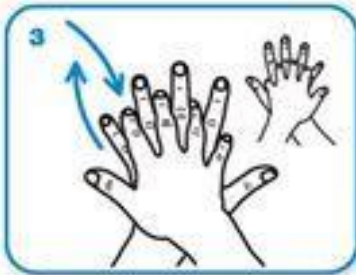
Wet hands with water



apply enough soap to cover all hand surfaces.



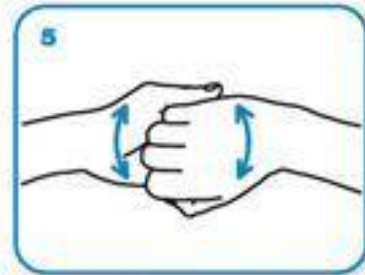
Rub hands palm to palm



right palm over left dorsum with interlaced fingers and vice versa



palm to palm with fingers interlaced



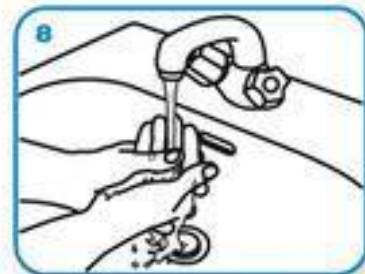
backs of fingers to opposing palms with fingers interlocked



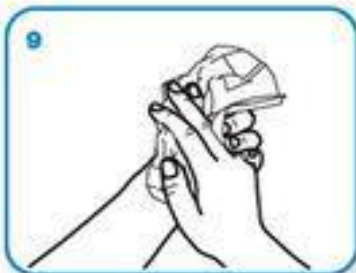
rotational rubbing of left thumb clasped in right palm and vice versa



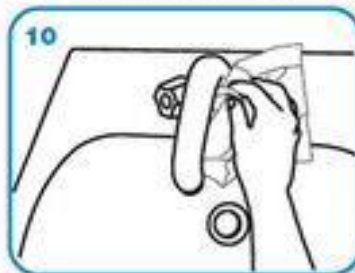
rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa.



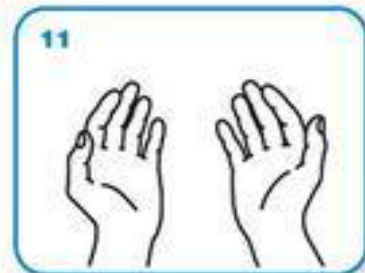
Rinse hands with water



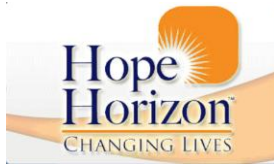
dry thoroughly with a single use towel



use towel to turn off faucet



...and your hands are safe.



Copied from the CDC's website. Proper Disinfecting procedures.

Clean and disinfect

- **Clean AND disinfect [frequently touched surfaces](#) daily.** This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- **If surfaces are dirty, clean them:** Use detergent or soap and water prior to disinfection.

To disinfect:

Most common EPA-registered household disinfectants will work. Use disinfectants appropriate for the surface.

Options include:

- **Diluting your household bleach.**

To make a bleach solution, mix:

- 5 tablespoons (1/3rd cup) bleach per gallon of water
OR
- 4 teaspoons bleach per quart of water

Follow manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.

- **Alcohol solutions.**

Ensure solution has at least 70% alcohol.

- **Other common EPA-registered household disinfectants.**

Products with [EPA-approved emerging viral pathogens pdf icon\[7 pages\]external icon](#) claims are expected to be effective against COVID-19 based on data for harder to kill viruses. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).