



राज्य स्वास्थ्य समिति, बिहार



मनोज कुमार, भा०प्र०से०

कार्यपालक निदेशक

पत्र संख्या SHSB/AO Cell/01/2020/P-I/.....९७९७

सेवा में,

सभी जिला पदाधिकारी।

सभी सिविल सर्जन।

पटना/दिनांक...३०/०३/२०२०

विषय: राज्य के जिला अस्पताल एवं अनुमंडलीय अस्पताल को सेनेटाइज/Disinfect करने के संबंध में।

महाशय

उपर्युक्त विषय के संबंध में कहना है कि COVID-19 के संक्रमण की रोकथाम एवं चिकित्सकीय उपचार हेतु राज्य के जिला अस्पताल एवं अनुमंडलीय अस्पताल में Isolation Ward क्रियाशील है। इन स्वास्थ्य संस्थानों को संक्रमण से मुक्त रखने हेतु नियमित रूप से सेनेटाइज/Disinfect किया जाना अनिवार्य है।

2. अतः अनुरोध है कि जिला अस्पताल एवं अनुमंडलीय अस्पताल को भारत सरकार निर्गत मार्गदर्शिका (National Guidelines for Infection Prevention and Control in Healthcare Facilities) के Annexure 5.2 में निहित प्रक्रिया के अनुरूप सेनेटाइज/Disinfect नियमित रूप से किया जाय। इस कार्य में जिला वेक्टर बोर्ड पदाधिकारी एवं कालाजार टेक्निकल सुपरवाइजर तथा वेक्टर जनित रोग के अन्य कर्मियों का भी आवश्यकतानुसार सहयोग लिया जा सकता है।

अनुलग्नक:- यथोक्त।

विश्वामभाजन
(मनोज कुमार)



राज्य स्वास्थ्य समिति, बिहार



मनोज कुमार, भा०प्र०से०
कार्यपालक निदेशक

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विश्वासभाजन

ह०/-

(मनोज कुमार)

ज्ञापांक.....११११.....

पटना, दिनांक.....३०/०३/२०२०

प्रतिलिपि:

- प्रधान सचिव, स्वास्थ्य विभाग, बिहार, पटना को कृपया सूचनार्थ प्रेषित।
- श्री संजीव हंस, सचिव, स्वास्थ्य विभाग/श्री लोकेश कुमार सिंह, सचिव, स्वास्थ्य विभाग, बिहार, पटना को कृपया सूचनार्थ प्रेषित।
- डॉ० एम०पी० शर्मा, अपर निदेशक-सह-राज्य कार्यक्रम पदाधिकारी, वेक्टर बोर्ड डिजीज मुख्य मलेरिया कार्यालय, पटना को सूचनार्थ एवं अनुरोध है कि जिला अस्पताल एवं अनुमंडलीय अस्पताल के परिसर/अस्पताल के अन्य स्थलों को भी कालाजार टेक्निकल सुपरवाइजर के माध्यम से सेनेटाइज/Disinfect कराया जाये। इस हेतु आवश्यकतानुसार बजट की माँग कर ली जाये। यह भी सुनिश्चित किया जाये कि उपयुक्त कार्य दिनांक 31.03.2020 से सभी अस्पतालों में प्रारंभ हो जाये। इस कार्य का सतत अनुश्रवण भी स्वयं के स्तर से किया जाये।

कार्यपालक निदेशक



Annex 5.2: Procedures for cleaning and sanitation of environment

Procedures for cleaning and sanitation various areas/items in the hospital

Area/items	Process	Item/equipment	Method/procedure
General clinical areas	Dust mops Mop (No broom will be used for sweeping)	Sweeping	Sweep with the dust mop or damp mop to remove surface dust. Sweep under the furniture and remove dust from corners. Gathered dust must be removed using a hearth brush and shovel. <ul style="list-style-type: none"> The sweep tool should be cleaned or replaced after use.
Ceiling and walls	Sweeping tool Duster Bowl/ small bucket of soap solution Plain water	Damp dusting	<ul style="list-style-type: none"> Damp dusting with a long handled tool for the walls and ceiling done with very little moisture, just enough to collect the dust. Damp dusting should be done in straight lines that overlap one another. Change the mop head/cover when soiled.
Floors (clinical areas) – daily mopping	Detergent/ sanitizer–hot water Three buckets (one with plain water and one with solution; one bucket for hypochlorite (1:50 dilution))	Cleaning Daily mopping	<ul style="list-style-type: none"> Prepare cleaning solution using cleaning agent with warm water (detergent/sanitizer). Use the three-bucket technique for mopping the floor, one bucket with plain water and one with the detergent solution. First mop the area with the warm water and detergent solution. After mopping clean the mop in plain water and squeeze it. Repeat this procedure for the remaining area. Mop area again using hypochlorite 1:50 dilution after drying the area. In between mopping if solution or water is dirty change it frequently. Mop the floor starting at the far corner of the room and work towards the door. Clean articles between cleaning. <p>Note: Mopping should be done thrice a day, in each shift</p>
	Care of mop	Hot water Detergent Hypochlorite 1:1000	<ul style="list-style-type: none"> Clean with hot water and detergent solution, disinfect it with hypochlorite and keep for drying upside down.

Area/items	Process	Item/equipment	Method/procedure
Walls and doors, door knobs	Damp cloth or Sponge squeeze mop Detergent	Thorough washing	<ul style="list-style-type: none"> The walls and doors are to be washed with a brush, using detergent and water once a week (usually on Sundays); gently apply cloth to soiled area, taking care not to remove paint, then wipe wall with warm water to remove excess cleaning agent. Door knobs and other frequently touched surfaces should be cleaned daily.
Floors	Scrubbers Hot water Detergent Mop	Thorough washing	<ul style="list-style-type: none"> Scrub floors with the hot water and detergent with using minimal water. (Do not pour the water.) Clean with plain water Mop area, and allow to dry Hypochlorite 1:100 mopping can be done.
Isolation room	Detergent/ Sanitizer–warm water Three buckets (one with plain water and one with solution); separate bucket for hypochlorite (1:50 dilution)	Terminal cleaning	<ul style="list-style-type: none"> Before cleaning an isolation room, liaise with infection control team for details of any special requirements. Staff will be instructed on specific cleaning procedures required with reference to <ul style="list-style-type: none"> Safety uniform to be worn. Chemicals or disinfectants to be used. Also, if bed screen and shower screen are to be cleaned or changed, refer cleaning in isolation rooms.
All clinical areas/ Laboratories	Hypochlorite 1:100 (1%) Rag piece Absorbent paper Unsterile gloves Spill care kit Mop Hot water	Blood and body fluid spill care	<ul style="list-style-type: none"> Wear non-sterile gloves. Cover the spill with hypochlorite (1:100). For large spills, cover with rag piece/ absorbent paper for 10–20 minutes contact time. Clean up spill and discard into infectious waste bin, and mop area with soap and hot water. Clean the mop and mop area with 1% hypochlorite. Wash mop with detergent and hot water and allow it to dry.
Book case, files, lockers, tables, cupboard, wardrobes, benches, shelves and cots	Damp duster Warm water Detergent Dry duster	Damp dusting	<ul style="list-style-type: none"> Damp dust with warm water and detergent.

Area/items	Process	Item/equipment	Method/procedure
Cots, railings and lockers	Detergent/ Sanitizer-hot water Three small buckets/or big bowls One with plain water One with solution One for hypochlorite 1:100 dilution	Daily dusting	<ul style="list-style-type: none"> Damp dust with warm water and detergent followed by disinfection with hypochlorite or as per hospital policy.
Bathroom showers	Warm water Detergent powder Nylon Scrubber Hypochlorite 1:100 dilution	Cleaning	<ul style="list-style-type: none"> Thoroughly scrub the basin/ tiles with warm water and detergent inside and outside. Special attention to soap runs under the basin. Tap fittings to be washed and dried. <p><i>Note: Do not use powder cleanser dry as it can scratch the chrome on the taps. If required disinfection to be done.</i></p>
Taps and fittings	Warm water Detergent powder Nylon scrubber	Cleaning	<ul style="list-style-type: none"> Wipe over taps and fittings with a damp cloth and detergent. If heavily soiled, sprinkle a little powder cleanser onto a wet cloth, fold cloth over and rub into a paste and polish. <p><i>Note: Do not use powder cleanser dry as it can scratch the chrome on the taps.</i></p> <ul style="list-style-type: none"> Care should be taken to clean the underside of taps and fittings. Taps should be dried after cleaning
Mirrors and Glass	Warm water Detergent water/ cleaning solution Damp cloth Wiper	Cleaning	<ul style="list-style-type: none"> Using warm water and a small quantity of detergent and using a damp cloth, wipe over the mirror and surround, then using a dry lint-free cloth, buff the mirror and glass to a clean dry finish.
Sluice room Stainless steel/ Any other sink	Powder cleanser Detergent powder Wiper Cloth	Cleaning	<ul style="list-style-type: none"> Sinks are to be cleaned with a powder cleanser. First wet the sink. Sprinkle on a little powder cleanser and work around the surface with a cloth, include the plug hole. Do not use the powder cleanser on dry sink. After removing spillage and any stains, flush away with running water. Wipe down the surface of the sink.

Area/items	Process	Item/equipment	Method/procedure
Bed pans, urinals kidney trays, sputum mugs, urine measuring jugs	Detergent water Brush scrubber Hypochlorite (1:50)	Cleaning and disinfection	<ul style="list-style-type: none"> After washing with soap and water immerse in 1:50 dilution of hypochlorite for 20 minutes. Keep it for air dry in a stand in such a way that water will drain downward.
Suction bottles	Soap and water Hypochlorite 1%	Cleaning and Disinfection	<ul style="list-style-type: none"> Should be emptied in sluice room. If soiled with blood and body fluids they should be decontaminated with 1% hypochlorite. Wash with detergent and disinfect with hypochlorite for 20 minutes. Must be cleaned daily and in between each patient. To be stored dry when not in use.
Suction tubing	Tap water Detergent	Cleaning	<ul style="list-style-type: none"> After each use should be cleaned under running water and with a detergent. Should be sent to CSSD for further cleaning and sterilization. For each patient separate sterile suction tubing should be used.
Suction catheters (rubber and plastics)	Tap water Steel basin with Chlorhexidine- cetrimide solution for onsite rubber catheters cleaning (if they are reused)	Cleaning	<ul style="list-style-type: none"> Use sterile suction catheter for tracheotomy suctioning each time. After use of suction catheter suck catheter with the plain water and discard catheters in soap solution and sent to the CSSD. Collect rubber catheters in chlorhexidine-cetrimide solution. Clean it under running water. Send it to CSSD for further cleaning and sterilization as disposal.
Pantry furniture	Duster	Dusting	<ul style="list-style-type: none"> Damp dust
Telephone	Warm water detergent solution Duster	General cleaning	<ul style="list-style-type: none"> Damp dust with warm water and detergent. Paying special attention to the ear and mouth piece and dry it properly.
Desks	Damp cloth Furniture polish	Dusting	<ul style="list-style-type: none"> Wipe top sides and draw handles with a damp cloth. Wooden desks should be cleaned with furniture polish and buffed to clear glows. Pen holder etc. to be cleaned or dusted.
Chairs (Vinyl)	Warm water and detergent	Cleaning	<ul style="list-style-type: none"> Wipe down with warm water and detergent. Remove any marks under arms and seat. Check for damage to stoppers, if stopper require replacement, report to maintenance department.

Area/items	Process	Item/equipment	Method/procedure
Fabric chairs	Vacuum cleaner Warm water and detergent Stain remover	Cleaning	<ul style="list-style-type: none"> Vacuum the cloth area of the chair and wipe down remainder of the chair with warm water and detergent. Remove stains from fabric with stain remover.
Furniture and fittings	Warm water and detergent Rag piece	Dusting	<ul style="list-style-type: none"> Using warm water and detergent, damp dust all furniture and fittings, including chairs, sofas, stools, beds, tables, cupboards, wardrobes, lockers, trolleys, benches, shelves and storage racks, waste/bins, fire extinguishers, oxygen cylinders, televisions window sills and dry properly.
Bed tables, bedside lockers	Warm water and detergent Wiper Duster	Cleaning	<ul style="list-style-type: none"> Wipe down over bed table. Wipe top and underneath base and stand, using warm water and detergent. Dry on completion. Wipe down the bedside. Remove marks from fronts of draws and sides. Using warm water and detergent, wash the top to remove any sticky marks and dust.
Light switches and over-bed lights	Damp cloth (never wet) Detergent Warm water	Cleaning	<ul style="list-style-type: none"> Light switches to be cleaned of dust, spots and finger marks. Clean with a damp cloth (never wet) and detergent. Over-bed lighting to be damp dusted. Light housing to be wiped down with warm water and detergent.
Screens and Screen rails	Damp	Dusting	<ul style="list-style-type: none"> Screen rails should be damp dusted using warm water and detergent. This includes rail supports. Screens to be replaced on a set rotation basis or as soon as they are visibly soiled.
Curtains, blinds and drapes	Vacuum cleaner Soft clothes Water Mild soap solution	Cleaning	<ul style="list-style-type: none"> Curtains blinds should be vacuumed, then wiped down with moist, soft cloth. Always start at the top and work down Solution for cleaning blinds should not contain strong detergents. Cloth should not be wet or these conditions could stain the blind. Always use fresh cleaning solution and replace if it becomes soiled. Rinse cleaning cloth regularly.

Area/items	Process	Item/equipment	Method/procedure
Air-vents and filters	Vacuum cleaner Duster Detergent solution	Cleaning	<ul style="list-style-type: none"> Vents are vacuumed to remove any dust and wipe out with a cloth and detergent. Some vents require removal to wash the back and entrance of the ducting. Metal vents and filters are washed under running water and dried with a lint-free cloth to remove stubborn soil age. It should be done in collaboration with the engineering department.
Stethoscope	Detergent and water Alcohol-based rub	Cleaning	<ul style="list-style-type: none"> Should be cleaning with detergent and water. Should be wiped with hand rub before each patient contact.
Thermometer	Detergent and water Alcohol rub Individual thermometer holder	Cleaning	<ul style="list-style-type: none"> Should be stored dry in individual holder. Clean with detergent and tepid water and wipe with alcohol rub in between patient use. Store in individual holder inverted. Preferably one thermometer for each patient.
Injection and dressing trolley	Detergent and water Duster Disinfectant (70% alcohol)	Cleaning	<ul style="list-style-type: none"> To be cleaned daily with detergent and water. After each use should be wiped with disinfectant.
Refrigerators	Detergent and water Absorbent paper or clean cloth	Cleaning (weekly)	<ul style="list-style-type: none"> Empty the fridge and store things appropriately. Defrost, decontaminate and clean with detergent. Dry it properly and replace the things. Weekly cleaning is recommended.
Linen Coloured clothes	Linen disinfectant	Washing	<ul style="list-style-type: none"> Linen contaminated with blood and body fluids should be immersed in compatible (linen-friendly) disinfectant as per recommendation or detergent disinfectant. Bag it in leak-proof bags and send to the laundry for washing. <p><i>Note: During washing soiled linen, the washing person should be given PPE.</i></p>
White clothes	Sodium hypochlorite 1% Tap water	Washing	<ul style="list-style-type: none"> Should be washed under running water and soaked in 1:100% sodium hypochlorite for 20 minutes. <p><i>Note: PPE should be worn while washing soiled linen.</i></p>

Area/items	Process	Item/equipment	Method/procedure
Mattress and pillow cover	Sodium hypochlorite 1% Tap water	Washing	<ul style="list-style-type: none"> Mattress and pillows should be covered with a reusable mattress cover. It should be changed for each patient and when soiled sent to the laundry according to schedule.
BP cuffs and covers	Detergent Hot water	Washing	<ul style="list-style-type: none"> Cuffs should be wiped with alcohol-based disinfectant and regular laundering is recommended for the cover.
Hair removal clippers	Soap and water Disinfectant	Disinfection	<ul style="list-style-type: none"> Safety – single use disposable blades Electric razors should be disinfected between use.
Soap dispensers	Detergent and water	Cleaning	<ul style="list-style-type: none"> Daily dusting Should be cleaned weekly with detergent and water and dried.
ICU HEPA Air-conditioner	Soap and water	Cleaning	<ul style="list-style-type: none"> Regular maintenance air-conditioners according to norms. Regular (twice a week) cleaning of AC filters with the soap and water or according to engineering department's policy. Dry and replace.
Footwear	Detergent and water	Cleaning	<ul style="list-style-type: none"> Bone marrow transplant unit footwear should be cleaned with detergent on a daily basis. After washing, dry properly and keep it in shoe racks.
Water jars	Vim powder Soap and water	Cleaning	<ul style="list-style-type: none"> Recommended boiled water for drinking Water jars should be scrubbed/cleaned with soap and water and boiled water before filling with water.
Kidney trays, sputum mugs, bed pans, urine measuring mugs	Detergent and water Hypochlorite	Cleaning	<ul style="list-style-type: none"> After washing with soap and water immerse in 1:50 dilution of hypochlorite for 20 minutes (each use) Dry in a stand such that water will drain downwards. Hypochlorite should be prepared fresh daily in tap water
Suction bottles, tubing, catheters	Refer to general clinical areas		

Area/items	Process	Item/equipment	Method/procedure
General cleaning	Detergent and warm water Mop Two buckets Clean utility gloves Hand mops	Daily moping Floors Thorough washing	<ul style="list-style-type: none"> Two-hourly moping with hypochlorite with the two-bucket technique is recommended. Scrub floors with hot water and detergent with using minimal water. (Do not pour the water.) Clean with plain water. Allow to dry Hypochlorite 1:50 mopping can be done. <p><i>Note: Recommend general cleaning procedure</i></p>
Stethoscope	Alcohol-based hand rub, spirit swab	Disinfection	<ul style="list-style-type: none"> Refer to general clinical areas
Thermometer			<ul style="list-style-type: none"> Refer to general clinical areas
Ventilators Ventilator tubing	Alcohol-based disinfectant Detergent and water	Disinfection	<ul style="list-style-type: none"> Should be cleaned with an alcoholic disinfectant. Change of circuit after every patient as per policy and when necessary, if the circuit is reusable, it can be sent to CSSD for sterilization after detergent and water cleaning.
Humidifiers	Detergent and water	Cleaning	<ul style="list-style-type: none"> Should be cleaned with detergent and water and allow to dry. If an HME humidifier is used, it should be disposed of within 24 hours or according to need.
Infusion pumps	Detergent and water Alcoholic disinfectant	Daily cleaning	<ul style="list-style-type: none"> Should be damp dusted with detergent and water and dried after each use. Wiping with the alcoholic disinfectant can be done.
Resuscitation bag with mask	Chlorhexidine-cetrimide	Sterilization	<ul style="list-style-type: none"> After use on a patient, it should be kept in the disinfectant for 30 minutes, washed sent to CSSD.
Laryngoscope Magill's forceps	Detergent and water Chlorhexidine-cetrimide High-level disinfection		<ul style="list-style-type: none"> After use, wash it under running tap water after removal of the bulb and blade. Wipe bulb with disinfectant or detergent and water. Blade should be washed under running water and immersed in high-level disinfectant as per recommendation. Wash and dry it Wipe with alcohol-based rub.

Area/items	Process	Item/equipment	Method/procedure
Pressure bags	Detergent and water	Cleaning	<ul style="list-style-type: none"> Should be cleaned with detergent and water and dried.

Cleaning of toilets

Areas	Agents / Toilet cleaner	Procedure
Toilet pot/commode	Hypochlorite/ Soap powder / long handle angular brush	Inside of toilet pot/commode: Scrub with the recommended agents and the long handle angular brush. Outside: Clean with recommended agents; use a nylon scrubber.
Lid/commode	Nylon scrubber and soap powder	Wet and scrub with soap powder and the nylon scrubber inside and outside
Toilet floor	Soap powder and scrubbing brush/ nylon broom	Scrub floor with soap powder and the scrubbing brush Wash with water Use hypochlorite 1:50 dilution
Tap	Nylon scrubber and soap powder	Wet and scrub with soap powder and the nylon scrubber.
Outside sink	Soap powder and nylon scrubber	Scrub with the nylon scrubber.

Note: Dry the floors with a separate drying mop.

General

- Lint-free dusters/mops should be used; and washed with soap and water after every use, and dried.
- Brooms are not to be used in the hospital.
- The three-bucket technique should be used on every floor to facilitate hygienic cleaning of environment.

Housekeeping in the isolation room

- Before admission
The admitting physician should inform the sister in-charge of isolation ward at least one hour before admission, mentioning the diagnosis, sex and the general state of the patient.
- Prerequisites for isolation
 - A hand washing sink and running water should be available at the entrance of each room to facilitate hand washing.
 - Cover the mattress and pillows with an impervious cover such as Mackintosh so that it can easily be damp dusted. Clean gowns should always be available.
 - Separate urinals, bedpans and thermometers/BP apparatus are to be used for each patient.
 - Bins lined with the appropriate colour-coded plastic liner should be available in each room for disposal of biomedical waste.
 - Rooms should be well lit, and isolated according to disease conditions.
- Cleaning procedure for isolation room

- Linen should be stripped from the bed with care taken not to shake the linen during this action. Linen should be soaked in disinfectant, i.e. hypochlorite 1:50 for 20 minutes for white clothes and coloured linen as per hospital policy suitable high-level disinfectant to be used and then sent to the laundry.
- All other articles such as IV stands and furniture should be cleaned with detergent and disinfected followed by high-level disinfectant.
- Walls should be cleaned with detergent and mopped with a high-level disinfectant.
- The bathrooms should be cleaned with detergent and water followed by disinfection with hypochlorite 1:50 dilution.
- At discharge (terminal disinfection):
 - The pillows and mattress covers are to be cleaned with detergent, disinfected with a high-level disinfectant and sent to the laundry.
 - Bed sheets, curtains, gowns and dusters must be removed, soaked in with a high-level disinfectant for one hour and then sent to laundry.
 - After disinfection, wash the room, wall, window, doors, bathroom, sink and furniture with soap solution after doing thorough high dusting in that cubicle.
 - Soak bed pan, urinal, kidney basin in with a high-level disinfectant for one hour, wash with detergent and dry it under sunlight.
 - Bath basin, multi-bin, bucket, jugs, mugs are washed with soap solution and dried in sunlight.
 - Rubber sheets (Mackintosh) are to be cleaned with detergent and water, dried, powdered and replaced.

Cleaning in special areas

- Operation theatre: See IPC in Surgical Unit in Chapter 6 and Annex 9.1
- Dialysis unit: See IPC in Dialysis Unit in Chapter 6