**South Central Community Action Program Inc. COVID-19 Field guidelines**

**Prepare to Implement Basic Infection Prevention Measures:**

* Prohibit handshaking, maintain social distance, at least 6 feet, as often as possible.
* Mandate that sick employees stay home.
* Include routine, daily disinfecting of equipment and tools being used in the field. When choosing cleaning chemicals, consult information in the EPA approved disinfectant labels with claims against viral pathogens. Follow the manufacturer’s instructions for use of all cleaning and disinfection products (e.g., concentration, application method and contact time, PPE).
* Promote frequent handwashing with soap and water for at least 20 seconds. Avoid touching eyes, nose or mouth with unwashed hands.

**Contact Client prior to visit:**

* Ask the screening questions. See the end of these guidelines.
* If client answers yes to any question defer home for at least 30 days.
* If client requests, defer home

 **Implementing Changes to Field Work:**

* Train and equip all field workers with PPE and how to properly use it, remove it and clean it to avoid contamination of self and others. Examples of PPE include gloves, goggles, face shields and masks, N95 filtering respirators.
* Provide sanitary wipes to crews that can be used to clean surfaces in client homes both ***before*** and ***after***they are performing work*.* See the [EPA list](https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2) of disinfectants for use against SARS-CoV-2.
* Ensure all vehicles and crew members are equipped with hand sanitizer with at least 70% alcohol.
* Try to reduce the number of crew and clients in the home at the time of interior work, try to isolate clients to one room.
* Crews conducting interior work will wear appropriate PPE. At minimum this will include a mask. This may also help assure clients who are fearful of people entering their home.
* Offer face masks to clients and encourage them to wear them while crews are on site to contain respiratory secretions.
* Consider installing a physical barrier, such as a clear sheet of plastic, to isolate a client while interior work is being conducted.
* One driver per vehicle per day, disinfect the driver’s controls after use.
* If workers arrive at a site and determine a client is exhibiting respiratory illness, deferral at that time is acceptable.
* This policy to remain in effect until such time as the state or federal government lowers the risk assessment for COVID-19 and relaxes the requirement for social distancing.

**Create Inventory checklist for field crew**

*Is there adequate inventory for the following categories before going into the field?*

Respirators

N95 face masks

Gloves

Tyvek Suits

Booties

Sanitizer

Paper towels

Hand soap

Cleaners

Client education materials

Client face masks

**Add these Recommended Screening Questions:**

1. Has anyone in the household tested positive for COVID-19? If so, how long ago?
2. Is anyone in your household experiencing fever, cough, shortness of breath, or any other symptom of COVID-19 in the last two weeks?
3. Has anyone in your household been in contact with someone who has had a fever, cough, shortness of breath, or other COVID-19 symptom in the last two weeks?
4. Consider using the COVID-19 self-screening tool to help determine if clients should be serviced or deferred for a period. Check your risk for COVID-19 -<https://c19check.com/start>