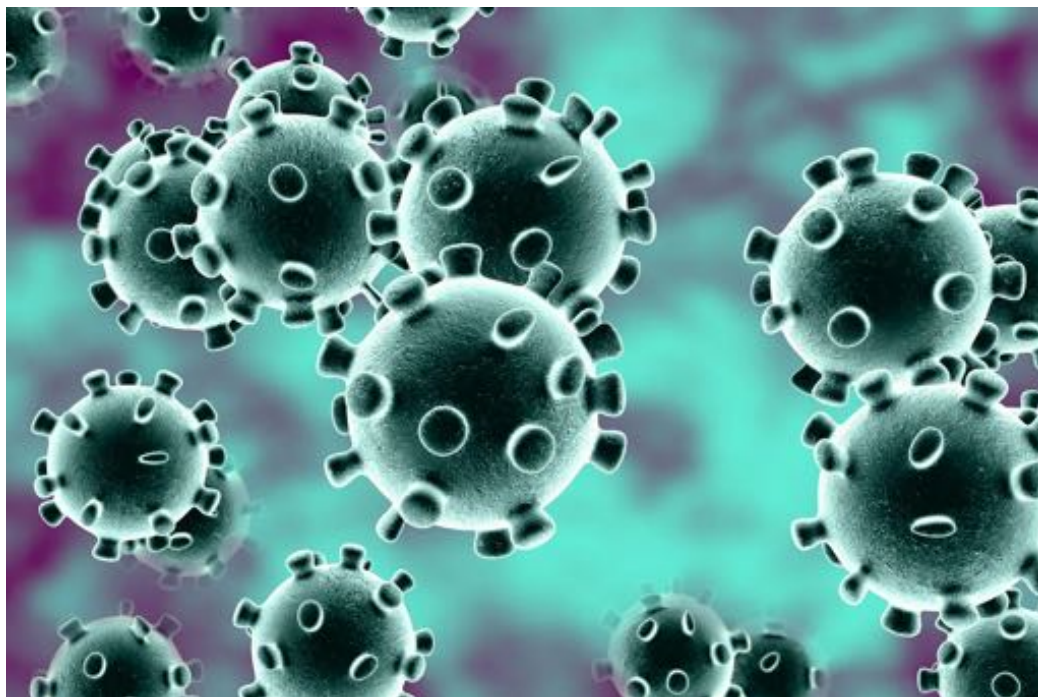


## GUIDELINES COVID-19 RESTART



**APRIL 15 2020**

### **Covid-19 post-emergency management protocol scheme**

- Telephone triage (annex 1)
- Reception-waiting room-discharge
- Operating room setup
- Performance of the service
- Reorganization of the operating room

## **Secretarial staff**

### **Activities**

- Telephone triage (Annex 1)
- Check and resolve any crowding issues
- Invite the patient to disinfect their hands with hydroalcoholic solution (Annex 6)
- Makes the patient wear disposable shoes
- If possible, put a jacket, coat, bags, etc. of the patient in nylon clothes hanger
- Maintain scrupulous cleaning of surfaces (monitor, computer keyboard, pens, telephone, printers, etc.).
- At least daily cleans or has the floor cleaned with suitable detergents
- Keeps the waiting room airy
- From a new appointment and attend to administrative procedures Accompany the patient by opening the door or if he opens it the patient disinfects the handle

### **Protections**

Secretarial staff must wear gloves and surgical mask which must be changed at least every hour if not contaminated by contact with patient's objects such as ATMs, credit cards, money, etc.

## **Dentist and Dental Clinic Assistant**

### **Operating room setup**

#### **Activities**

- All surfaces must be cleaned and disinfected. (All.2)
- Make it as orderly as possible; on the operative surfaces there must be only material strictly indispensable to the programmed therapy.
- Where it is possible to cover surfaces with polyethylene film.
- Avoid opening the drawers unless strictly necessary.

#### **Protections**

- The Aso uses surgical mask, screens or protective glasses and nitrile or latex gloves
- The ASO uses normal shirts

### **Floor cleaning**

#### **Activities**

- In the operating area, we recommend cleaning and disinfecting surfaces, which may have become contaminated with the aerosol produced during work, with dedicated disinfectant
- This activity must be performed at least once a day but is recommended after particularly contaminating activities.



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### **Protections**

- The Aso uses surgical mask, screens or protective glasses and UNI-EN 374 rubber gloves
- Normal coat

### **Performance of the service**

#### **Activities**

- Have the patient gargle with 1% iodopovidone-based disinfectant solution or 1% hydrogen peroxide.
- Limit your performance to scheduled therapy.
- Limit the formation of aerosols as much as possible with the use of a rubber dam (if possible) and double surgical suction.
- Avoid opening the drawers wherever possible.
- Where possible avoid the presence of too many operators.
- Avoid the presence of escorts in the operating room

### **Protections**

- PPE for the respiratory tract: Ffp2 / Ffp3 mask without valve (if used with a valve above it must be put on a surgical mask)
- PPE for eyes: masks or face shields that guarantee the protection of the eyes also from the side
- Disposable gown, disposable cap, disposable boot covers
- Latex or nitrile gloves



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### **Reorganization of the operating room**

#### **Activities**

- Remove the protective films.
- Discard all disposable films and devices.
- Disinfect all surfaces (dental unit, servo furniture, seats, radiographic, etc.).
- Disinfect the surgical suction.
- Ventilate the operating room for at least 15 minutes
- Bring instruments used in the sterilization room for reconditioning

#### **Protections**

- If the room has been aired for at least 15 minutes, the Aso uses surgical mask, screens or protective glasses and nitrile or latex gloves and normal gown
- If the room does not have the possibility of being ventilated immediately, the Aso uses the same protections as during the dental performance



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## **Waste disposal**

### **Activities**

All the single use used must be considered potentially infected and placed in the special waste container and will be disposed of with a specialized company as per the usual procedure

### **Protections**

- The Aso must scrupulously follow the undressing procedures to avoid contaminating itself and the inanimate surfaces of the room where it performs the operation
- **No protections are needed but attention**



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**ATTACHMENT 1**

**Telephone or entrance questionnaire for the prevention of  
coronavirus transmission**

1. Do you have a fever or have you had a fever in the last 14 days?

YES NO ( )

2. It presents the symptoms of an acute respiratory infection.

(Fever, cough, sore throat, dyspnoea, dysgeusia, etc.) YES ( ) NO ( )

3. You have had a recent onset of breathing problems, such as

cough or difficulty breathing within the past 14 days YES

( ) NO ( )

4. You came into contact with an infected patient

confirmed SARS-CoV-2 in the last 14 days?

YES ( ) NO ( )

5 There are at least two people with documented experience of

fever or breathing problems in the past 14 days in close contact with you?

YES ( ) NO ( ) 6 You recently attended meetings, meetings or have had

close contacts with many people you don't know well? YES NO ( )

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## ANNEX 2

### Indications for the use of disinfectants

Use disinfectants that are also effective against coronavirus according to the manufacturer's instructions (for example alcohol or chlorine based). They should not be used when the target is sterilization;

The surfaces to be disinfected, if dirty, must be carefully cleaned and dried before being disinfected; After disinfection, do not rinse the treated surfaces to allow the product to carry out a residual action; Respect the methods of use reported by the manufacturer; To transfer the products, use only perfectly clean and dry containers marked on the outside with labels (dilution and expiration);

The bottles must be stored far away from light and heat sources and must be closed immediately after use;



## ANNEX 3

### Dressing procedure

1 collect hair 2 wash your hands with hydroalcoholic disinfectant for at least 20

seconds 3 put on gloves 4 put on the headgear 5 put on the boot covers 6 wear disposable gown 7 wear eye protection 8 wear the mask FFP2 / FFP3 9 wash gloved hands with hydroalcoholic disinfectant for

at least 20 seconds 10 insert a second pair of gloves that cover the cuff

of the disposable gown

## ANNEX 4

### Undressing procedure

1) remove the eye protectors by grasping them from the back which is less contaminated by being careful not to remove the headgear

2) Remove the headgear by taking it in the center and pulling it out towards you up

3) Remove the shoes

4) Remove the second pair of gloves

5) Remove the disposable coat

6) Wash the first pair of gloves with hydroalcoholic disinfectant for at least 20 seconds

7) Remove the first pair of gloves

NB As the disposable devices are removed, they must be thrown into the special waste container

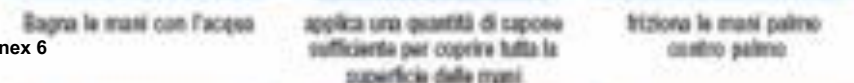
## ANNEX 5

### Social washing of hands

- 1) Wet and lather your hands with liquid soap
- 2) Rub carefully paying particular attention to nail and interdigital spaces for 15-30 seconds
- 3) Rinse thoroughly for 30 seconds
- 4) Dry well with disposable wipes

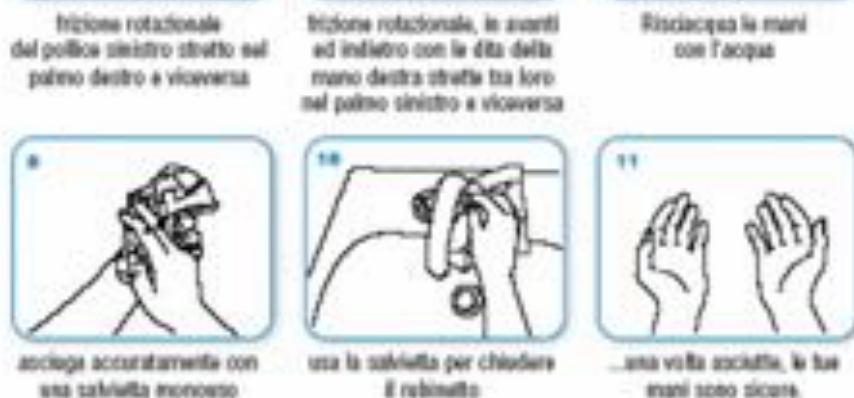
nb it must always be done at the start and end of the work shift, before and after the use of the toilets, before and after the use of gloves AND ALWAYS THE RINGS, CLOCK AND BRACELETS MUST BE TAKEN

Annex 6



- 1) Evenly apply 5 ml of antiseptic cleansing solution
- 2) Thoroughly rub nails, fingers, palms and backs of the hands, wrists and part of the forearms for about 15/20 seconds
- 3) Wait for the alcohol-based cleaner to evaporate completely

nb if the hands were visibly dirty, before rubbing them with hydroalcoholic solution, wash them with soap and water AND ALWAYS THE RINGS, CLOCK AND BRACELETS SHOULD BE REMOVED.





## Come **frizionare** le mani con la soluzione alcolica?

**USA LA SOLUZIONE ALCOLICA PER L'IGIENE DELLE MANI!  
LAVALE CON ACQUA E SAPONE SOLTANTO SE VISIBILMENTE SPORCHE!**



Durata dell'intera procedura: **20-30 secondi**



Versare nel palmo della mano una quantità di soluzione sufficiente per coprire tutta la superficie delle mani.



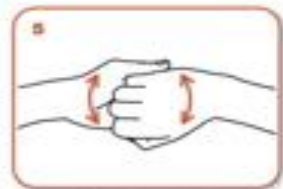
frizionare le mani palmo contro palmo



il palmo destro sopra il dorso sinistro intrecciando le dita tra loro e viceversa



palmo contro palmo intrecciando le dita tra loro



dorso delle dita contro il palmo opposto tenendo le dita strette tra loro



frizione rotazionale del pollice sinistro stretto nel palmo destro e viceversa



frizione rotazionale, in avanti ed indietro con le dita della mano destra strette tra loro nel palmo sinistro e viceversa



...una volta asciutte, le tue mani sono sicure.

**WORLD ALLIANCE  
for PATIENT SAFETY**

WHO acknowledges the Hôpital Universitaire de Genève (HUG), in particular the members of the Infection Control Programme, for their active participation in developing this material.  
October 2006, version 1.



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