

Procedures for handling PPE suspected of being contaminated with the COVID-19 virus

1. Absolutely no PPE will enter the building if it is suspected to be contaminated with the COVID-19 virus until the proper steps have been implemented and the Chain-of Custody log has been initiated.
2. The fire department with the affected PPE is to notify the manager or his/her designee of the regional TotalCare facility of the suspected exposure. A time for the gear to be dropped off or picked up will be discussed and agreed upon.
 - a. The LTC manager, or his/her designee, that receives the notification from the FD will notify TC Director of Operations as soon as possible.
 - b. Please also send the TC Business Analyst an email with the details so it can be placed in the facility specific safety file for record keeping.
3. The PPE shall be placed in a red bio-hazard bag that is sealed with no means of exposure prior to being either picked-up by a LTC team member or dropped off at the regional facility. If the bag is to be dropped off at the regional facility, it will remain outside in a designated area until the time it is to be decontaminated.
4. Cleaning procedures as follows:
 - a. Proper PPE will be donned by LTC staff members completing the decon/wash process.
 - b. The exterior of red bag shall be sprayed in its entirety with anti-viral/anti-bacterial spray prior to it being received into the LTC vehicle or designated area outside.
 - c. The red bag containing the gear will be immediately placed inside a decontamination barrel containing a solution of EPA-approved sanitizer. While submerged, the bag will be opened, saturating the gear. Garments will be soaked for a minimum of 10 minutes, not to exceed 15 minutes.
 - d. After soaking, the garments will be removed and taken into the TotalCare facility via a decontamination tub. Outer shells will then be separated from liners and placed in separate extractors where they will undergo normal ozone cleaning procedures.
 - e. Once the ozone cleaning process has been completed, garments will be received into the TotalCare tracking system.
 - f. If hard goods (helmets, goggles, boots etc.) are included in the decontamination process, they should be placed in a separate red bag from the turnout coat and bunker pants. They need to be thoroughly sprayed with same anti-viral/anti-bacterial spray and sanitized and cleaned following the procedure outlined in step C.
 - g. If gloves, hoods, suspenders or other soft goods are included in the bag, they shall be decontaminated and washed using the same process as the turnout coat and bunker pant per normal tagging and recording procedures.
5. All reusable LION TotalCare PPE (safety glasses/goggles/face shields) shall be decontaminated prior to the next event.
6. Once the garment cleaning/decon process is over, the Chain-of-Custody log shall be completed and a placed with the job packet. Copies should be made, and one shall be given to the fire department for their internal recordkeeping and one should be emailed to TC Business Analyst for recording keeping.