



## CLEAN & SAFE CERTIFIED CHECKLIST – FOR CALA MEMBERS

Please complete this checklist, sign, and return to CALA. You will then be sent a Clean & Safe certificate, window decal for posting at your community and graphics for your promotional use indicating compliance with the CALA Clean & Safe standards.

### ORGANIZATION CONSIDERATIONS

- Organization-wide training and adherence to the latest available state guidance concerning the use of Personal Protective Equipment (PPE), source control, infection control, best practices and safe protocols designed to mitigate the spread of the coronavirus disease 2019 (Covid-19).
- The provision of PPE to staff where appropriate/required.
- Adherence to the latest state guidance concerning staff and/or resident testing (including antigen testing) for Covid-19.
- Adherence to the latest state guidance regarding staff return to work guidance and isolation as appropriate.
- Adherence to the latest state guidance for reporting of testing and/or infection rates.
- Maintenance and adherence to best practices around Continuity of Operations Planning.
- Regular participation with available resources such as those provided by CALA, CT DPH, CDC, local health districts and emergency response and planning that provide updated information and guidance around risk mitigation, infection control, staff and resident safety, family and outside visitation, emergency planning, outbreak control, etc.

### STAFF CONSIDERATIONS

- Employee sanitary practices as it relates to hand washing, and after such activities such as using the restroom, cleaning, eating, and before and after starting shifts.
- Appropriate employee use and disposal of PPE to include face covering/masks, gloves, eye protection and gowns where suggested/required.
- For staff who work in multiple settings, adherence with testing and reporting requirements of each employer.
- Use of best practices around staff cohorting in instances of virus outbreak situations.
- Encourage staff to remain safe in their personal lives.

### CLEANING PROTOCOLS

- Use of best practices around frequency of cleaning and sanitizing in all public spaces, with an emphasis on frequent contact surfaces.
- EPA approved cleaning and sanitizing protocols are in place to clean resident apartments, with particular attention paid to high touch items, HEPA filters are to be utilized in vacuum cleaners.
- All resident laundry (where appropriate) is washed at hottest temperature in accordance with CDC guidance, and dirty laundry is bagged/contained in the resident apartment to eliminate excess contact while being transported.

- Shared tools and equipment are cleaned and disinfected during and after each shift or anytime the equipment is transferred to a new employee.
- The use of shared food and beverage equipment including coffee/tea service has been discontinued as appropriate.
- The frequency of air filter replacement and HVAC system cleaning and maintenance is increased to maximize fresh air exchange.
- Suppliers, vendors, delivery drivers, movers, and other individuals from third party companies are reminded of symptom screening and social distancing requirements.

## RESIDENT CONSIDERATIONS

- Adoption of best practices around transparency, and clear and open communications with residents and families.
- Clear communication with residents and families concerning expectations, adherence with federal and state guidance, employee and resident testing (where appropriate), safety protocols, fluctuating family visitation limitations, and internal organizational guidance governing related subject matter pertaining to risk assessment and mitigating the spread of illness.
- Treating each resident with respect, dignity, autonomy, and in a person-centered culture.
- Maintenance of nutritious and person-centered dining options either in communal dining settings that provide the opportunity for socialization or in a resident apartment as suggested by risk assessment.
- In instances of shared resident apartments, Covid-19 naïve residents should not cohort with Covid-19 positive residents.
- Accommodation of resident needs where possible for salon services, medical appointments, outpatient treatment, mobile medical treatment, telemedicine, physical/occupational therapy.
- Efforts and initiatives to provide residents with socialization opportunities, family engagement, activities, and mental, emotional and spiritual stimulation.

I, \_\_\_\_\_ the \_\_\_\_\_  
(Name) (Job Title)  
 at \_\_\_\_\_ located at \_\_\_\_\_  
(organization name) (physical address)

certify that the above checked items are correct and accurate to the best of my knowledge.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return this form to CALA and after verification of your membership, you will be sent a CALA Clean & Safe certificate, a window decal and graphics for your promotional use.

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