

Standard Operating Procedure: Infection Control & Enhanced Cleaning Protocol

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| Developed By | Clinical Operations |
| Audience | All practices |
| Effective as of | 3/2020 |

I. Purpose/Objective:

The dental practices affiliated with North American Dental Group strive to provide regular and emergent oral healthcare. As the coronavirus COVID-19 situation in the U.S. escalates, we must continue to ensure our practices remain clean and safe. Due to heightened concerns, enhanced cleaning is mandatory in all practices. Apply all OSHA and cross contamination processes as required: See our Compliance Manual for proper procedures and processes around infection control and cross contamination procedures.

II. Procedure:

In addition to our already comprehensive Infection Control procedures, the following processes are required:

1. Disinfection wiping of all surfaces in the care operatories:
 - a. Items include, but not limited to chairs, lights, counters, doorknobs, tubing, sinks, and any surface that would encounter the patient or team member during procedures
 - b. Running of disinfection solution through lines
 - c. Changing of suction traps and running of solution through lines

Common Areas:

1. Disinfect all surfaces by wiping 3 times per day:
 - a. Doorknobs
 - b. Chairs in the reception area
 - c. Surfaces and counters
 - i. Refreshment stations
 - ii. Wipe all surfaces
 - iii. Put out only a limited amount
 - d. Bathrooms
 - i. Deep clean all surfaces of the bathroom
 - ii. Doorknobs
 - iii. Toilets and sinks
 - iv. Floors
 - v. All surfaces
 - e. Remove all magazines and general materials that are potentially passed from person to person

DISCLAIMER: This form is provided for informational purposes only and does not constitute regulatory or legal advice.

Last edited: 3/2020

Front Desk:

1. Disinfect all by wiping all 3 times per day:
 - a. Computer keyboards when you step away from the work area.
 - b. All credit card portals after use
 - c. All counters and chairs
 - d. Printers

Attire:

1. Please do not wear scrubs home; only wear clean scrubs into the practice
2. Wear appropriate personal protective equipment (PPE) when treating patients
3. Wear masks when treating patients
 - a. When changing masks, first remove your gloves, then proceed with changing mask
 - b. Always change mask if it becomes wet or soiled

In addition to our Infection Control procedures, actively screening patients for COVID-19 is equally important:

1. Screen all patients using Coronavirus checklist
 - a. Ask patient about recent travel history
 - b. Ask patient if they are displaying any flu-like symptoms
 - c. Conduct examination of patient to determine if they display flu-like symptoms
2. Remind patients to reschedule if they are not feeling well or have traveled to affected areas
3. If patient is identified as high risk, please direct patient to seek medical care to be screened