

Personal Protective Equipment (PPE) HCC Policy and Procedures – COVID-19

Policy Statement

Toronto Early Learning & Child Care Services (TELCCS) is committed to providing a safe and healthy environment for children, families, providers, residents and visitors. TELCCS will take every reasonable precaution to prevent the risk of communicable diseases within our home child care locations.

Purpose

To ensure that all providers and visitors are aware of, and adhere to, the directive established by Toronto Public Health (TPH), and Children's Services regarding cleaning and disinfecting in all TELCCS home child care (HCC) locations.

Application

This policy applies to all families, providers, visitors and community members, and any other persons engaged in business with TELCCS HCC.

Procedure

PPE is equipment worn to protect people from infected droplets and contaminated surfaces. PPE used in a home child care setting can include:

- Masks - protects the inside of the nose and mouth
- Eye protection - protects the eyes from splashes, sprays and droplets
- Gloves - gloves and good hand hygiene protect you and others
- Receiving blankets – blankets to protect clothing from becoming contaminated and create a barrier between the adult and the child

Masks

Wearing a mask can help to prevent the spread of some respiratory illnesses, but it can also become a source of infection if not worn or discarded properly. If you need to wear a mask, you should also be sure to clean your hands frequently with soap and water or 70%-90% food grade alcohol-based hand sanitizer. Masks can also be worn to prevent spread from an infected person to others by containing infected droplets (source control). Providers and visitors must have training on how to wear a mask safely.

Masks must be worn when:

- while performing the health screening- surgical mask
- when caring for an ill child – surgical mask

- when cleaning blood and bodily fluid spills if there is a risk of splashing or droplets- surgical mask
- when physical distancing of 6ft/2m cannot be maintained, a mask (surgical or non-surgical) for example (note this list is not exhaustive)
 - Diapering
 - Feeding infants
 - Consoling an upset child
 - Assisting a child with dressing or changing clothing

Reminders:

- Masks must be worn properly at all times, without exception. This includes:
 - on the face properly covering the mouth and nose
 - not lifted or dropped to the chin or around the neck
 - all straps must be securely fastened
- Once the mask is secure, consider it your face. DO NOT touch or move it.
- Change your mask if it becomes moist or dirty. Cloth masks should be laundered after each use and as needed

To put on the Mask:

1. Wash or sanitize your hands.
2. Check the mask for tears or faulty straps.
3. The stiff bendable edge is the top.
4. Holding the mask by the upper strings, tie in a bow near the crown of your head, or if the mask has bands, loop over your ears.
5. Holding the mask by the bottom strings, pull the bottom of the mask over your mouth and chin, and tie in a bow near the nape of your neck.
6. Ensure the mask covers your mouth, nose and chin.
7. Press and mold the upper bendable edge to the shape of your nose and cheeks.
8. Wash or sanitize your hands.

To remove the Mask:

1. Wash or sanitize your hands.
2. Only touch the straps; avoid touching the front of the mask as it is contaminated.
3. Untie the bottom strings and then the upper strings.
4. Dispose of the mask directly into the garbage.
5. Wash or sanitize your hands.

Gloves

Types of gloves used are:

- General nitrile gloves
 - Used for tasks other than handling blood and bodily fluids and/or mixing disinfecting chemicals
- Medical nitrile or vinyl gloves
 - Used for tasks that include anticipated handling of blood and bodily fluids (i.e. screening and temperature checks)
- Dishwashing style gloves
 - Used for general cleaning, mixing disinfectant or immersing hands in sanitizer / disinfectant

Gloves must be worn when:

- It is anticipated that hands will come into contact with:
 - mucous membranes, broken skin, tissue, blood, bodily fluids, secretions, excretions, contaminated equipment or environmental surfaces.
 - cleaning and Disinfecting. *Refer to Environmental Cleaning and Disinfecting HCC Policy and Procedures- COVID-19*
- Conducting in-person screening and temperature checks

Reminders:

- Hand hygiene must be practised before applying and immediately after removing gloves
- Nitrile/vinyl gloves are single use only, and must be task specific (i.e., gloves must be changed and hand hygiene practiced whenever changing tasks)
- Gloves shall be removed and discarded after each use
- Using gloves does not replace the need for hand hygiene
- Hands must be clean and dry before putting on gloves
- Ensure gloves are intact, clean and dry inside
- Consider removing jewelry which could tear/puncture the gloves

Putting on Gloves

1. Clean your hands
2. Put on gloves. Be careful not to tear or puncture the glove

Taking off Gloves

1. Remove gloves using a glove to glove / skin to skin technique
2. Grasp outside edge near the wrist and peel away, rolling the glove inside-out.
3. Reach under the second glove and peel away
4. Discard gloves immediately into the garbage.
5. Perform hand hygiene.

Also refer to TPH Glove use poster for guidance

Eye Protection

Eye protection is used to protect the eyes. In a TELCCS home child care, this includes safety goggles or face shields. Providers can use either a pair of goggles or a face shield for their own use. These are reusable and must be cleaned / sanitized throughout the day. Prescription eye glasses alone are not acceptable eye protection.

Providers / visitors must wear eye protection:

- When caring for an ill child
- While performing the health screening
- When cleaning blood and bodily fluid spills if there is a risk of splashing or droplets
- All other times when physical distancing cannot be maintained, and there is anticipation of coming into contact with bodily fluids for example (note this list is not exhaustive)
 - Diapering
 - Feeding infants
 - Comforting an upset child

Putting On and Taking Off PPE

The following procedure will need to be followed if wearing more than one item of PPE

Putting on:

1. Perform hand hygiene
2. Put on mask
3. Put on eye protection
4. Put on gloves

Taking off:

1. Remove gloves
2. Perform hand hygiene
3. Remove eye protection
4. Remove mask
5. Perform hand hygiene

Policy and Procedure Review

This policy and procedure will be reviewed and signed off by all providers and visitors before commencing care in a TELCCS home child care location, and at any time where a change is made.

Revised July 7, 2020