



## VEHICLE PROTOCOLS

Masks must be worn by staff at all times.

Individuals supported should wear a mask if possible.

Assess and prioritize the need for workers to provide transportation services to individuals supported. Drive only when all other means of transport have been ruled out and the service is deemed necessary.

Minimize the number of people in the vehicle, such as limiting to one worker and one individual. Consider using larger vehicles, such as vans or shuttles, where possible.

Use a seating configuration that maximizes distance between people, such as eliminating the use of the front passenger seat. Where vans or shuttles are used, position residents in alternating seats and rows.

Consider grouping residents into smaller groups that travel together exclusively to minimize the number of total contacts.

Avoid using the recirculated air option for the car's ventilation; use the car's vents to bring in fresh outside air and/or lower the vehicle windows.

Ask individuals served to practice good respiratory etiquette; ensure tissues are available and disposed of in a sealable plastic bag.

Provide alcohol-based hand sanitizers in all vehicles and require hand hygiene when entering and exiting the vehicle.

### **Cleaning and Disinfecting Vehicles**

Thoroughly clean and disinfect vehicles before and after use.

#### **Procedure**

#### **Kardel and Personal Vehicles:**

Wash your hands thoroughly before picking up Kardel Vehicle keys.

Upon completion of the exterior safety inspection, you can begin to clean and



disinfect the interior vehicle. Put your mask on. Thoroughly clean any common touch points. This can include steering wheel, door handles (inside and outside), seat belt unit, seats, driving log book, touch points on the exterior of the vehicle, and any other surface that may have been touched on the specific route to the seat.

Dispose of used towels in garbage after each use of vehicle. Use hand sanitizer once completed the clean.

To complete this task properly you will need:

1. All-purpose cleaner wipes
2. Disinfectant spray and or wipes
3. Hand Sanitizer
4. Sealable garbage bag (ziploc)

## Cleaner and Disinfectant Guidelines

One wipe per clean is sufficient. If there is significant soiling use an appropriate amount to clean.

To use Disinfectant Spray:

Keep disinfectant out of direct sunlight, in glove box or compartment.

Spray lightly (one or two sprays per contact area). Allow to remain for 3-5 minutes.

**The spray should evaporate, there is no need to wipe after spraying. If you have used too much you may need to wipe off excess. Use clean tissue or paper towel to do so along with a glove.** Allow the area to dry before getting in the vehicle. Skin irritation can occur if direct contact is made with the solution while it is wet, severe eye irritation can occur if you get it in your eye.