

# Handyman

## Service COVID-19 Guidelines



**1** Home maintenance office staff will document the request in detail and put it in writing for the Home Maintenance worker (HMW). Requests will be prioritized on a most-needed basis. The office staff will try to accommodate the client's request in one visit if possible. The staff will make sure the client understands the safety precautions that the client should take when the worker visits them.

- Client and anyone in the house to
- cooperate with the worker to do the screening.
  - wear a mask at all time during the service visit
  - follow 2m distance at all times with the worker.



**2** HMW to complete the N95 mask fitting

**3** HMW to complete Surge training

**4** HMW will receive the following PPE and will be refilled

- Surgical masks (weekly)
- Face shield (reusable)
- Gloves (as needed)
- CAVI wipes (as needed)
- Hand sanitizer (as needed)
- Brown paper bags to store mask if reusing
- Shoe covers (as needed)
- 2 gowns (to carry as a precaution)



**5** HMW to complete employee screener in Alayacare at the beginning and end of each day they work. If HMW is experiencing any symptom and/or is not feeling well, HMW is asked not to work until they are clear of symptoms.



- If HMW answers **no** to all questions, they are cleared to work
- If HMW answers **yes** to one or more questions, they are to call the emergency line for further instruction and report to the office immediately.

**6** Prior to leaving for the service visit, the HMW to clean the most touched area of the vehicles by using CAVI wipes.



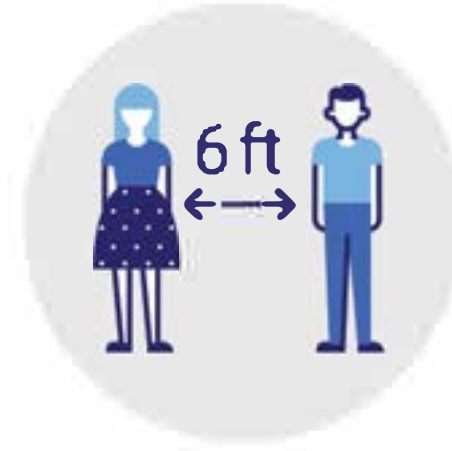
**7** HMW to complete the client screener with each client prior to each visit by telephone.



- If client answers **no** to all question, HMW to proceed and provide the service
- If client answers **yes** to one or more questions, HMW to call the emergency line for further instruction.

**8** HMW must wear a mask, gloves and eye protection during each home visit.

**9** HMW to maintain the appropriate distance of 2 meters/6 feet when speaking with the client



**10** HMW must wear a mask, gloves and safety glasses during each home visit.

**11** After visit is complete, HMW will disinfect the face shield and store properly until the next visit.

**12** HMW not to discard any PPE kit such as masks or gloves in the client's garbage.

**13** HMW to disinfect vehicle after each visit.



**These guidelines are subject to change, HMWs will be notified in this case and the documents will be updated accordingly.**