05/12/2020

Guidelines for use of the DCRU Clinical and Common Areas

The DCRU provides space and resources to support clinical research but certain DCRU rooms may also be used for regular dental care (as determined by UFCD Clinical Administration). The guidelines below are proposed for infection control and safety of research subjects, patients and UFCD personnel during COVID-19 pandemic. All guidelines are subject to change according to updates on the UF/UFCD research and clinical protocols.

Phone screening:

Contact research subjects and/or patients by phone prior to scheduling each study visit/appointment and ask:

- Have you had any of the following symptoms within the past 14 days: cough, shortness of breath, unexplained fever (≥100.4º F), chills, repeated shaking with chills, muscle pain, headache, sore throat and/or new loss of taste or smell within the prior two weeks?
- Have you had close contact with an individual diagnosed with COVID-19 or with symptoms?
- Have you tested positive for COVID-19?
- Have you been tested for COVID-19 and are awaiting results?
- Have you travelled outside of the USA in the last 14 days?
- Have you travelled within the USA by air, bus or train within the past 14 days?

The current UF/UFCD protocol will be followed as appropriate if subject/patient answers “yes” to any of the above questions.

Altered scheduling to include:

- Expanded time blocks.
- Staggered subject/patient arrivals.
- Limit number of individuals and nonessential personnel.
- Limited to no use of waiting room. Subject/patient should be instructed to wait in car or outside the building until called or texted to enter the building, and to not arrive early for appointment.
- Inform subject/patient that an ambassador will meet he/she at the west entrance for pre-screening (same questions listed under phone screening), masking (if not wearing one) and recording of temperatures before directing he/she to the DCRU. The current UF/UFCD protocol will be followed if subject/patient answers “yes” to any screening questions or has temperature ≥100.4º F.

Potential NEW Research Subjects and Patients Forms (if approved by UF Health and UFCD):

- COVID-19 Pandemic Patient Disclosures of Symptoms
- COVID-19 Pandemic Notice and Acknowledge of Risk Forms
- COVID-19 Pandemic Contact Tracing Form (?)

Entering the DCRU:

- Everyone entering the DCRU should wear a CDC compliant face covering mask or other UFCD-supplied mask. Exceptions apply for: children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- Masks are not required in office spaces when occupied by only one individual.
- Delivery personnel requires the use of masks and gloves.
- Stay at least 6 feet distance from others unless otherwise instructed by DCRU staff and when performing clinical procedures.

Cleaning and disinfecting:

- Surfaces must be cleaned and disinfected using EPA-approved products at least once daily. Frequently touched surfaces must be cleaned and disinfected after each used. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, and sinks. Gloves should be used when cleaning.
- Tablets, iPads, laptops and pens used by research subjects/patients (while consenting or filling out forms) should be cleaned and disinfected before and after each use.
- Clinical equipment must be cleaned and disinfected using EPA-approved products before and after each subject/patient appointment.
- Reduce clutter so that working areas can be disinfected regularly.

Packages

- As packages arrive, they should be immediately sprayed with 10% bleach and allowed to set for an hour before handling. Packages requiring special storage (-20°C/-80°C) must be sprayed as above, and handled by an individual with PPE. On placement of package in appropriate holding place, the package must be re-treated with 10% bleach and allowed to sit for 1h before handling.

Personal Protective Equipment (PPE) use for Non-Clinical Procedures

- DCRU personnel should wear surgical masks and gloves when interacting with research subjects/patients in addition to maintaining social distancing.

Personal Protective Equipment (PPE) use for Clinical Procedures

- PI's, investigators, and DCRU personnel must take the infection control training required by UFCD Clinical Administration.
- Practice hand hygiene before and after all subject/patient contact, contact with potentially infectious material, and before putting on and after removing PPE.
- For clinical procedures generating none or minimal aerosols, PPE for clinical personnel will include regular surgical masks, face shields, gloves, full gown, hair covers and protective eye wear (safety goggles or loupes).

- For all clinical procedures generating aerosols, PPE will include level 3 surgical or N95 face masks, face shields, gloves, full gown, hair covers and protective eye wear (safety goggles or loupes).
- During aerosol generating procedures, the use of four-handed dentistry, high evacuation suction and dental dams should be considered (if not mandatory) to minimize droplet spatter and aerosols.
- Only essential personnel should be in the clinical operatory.
- Promptly after completion of clinical procedures, remove disposable operatory covers and place in proper containers. Clean and disinfect all reusable dental equipment and operatory room surfaces.
- Dispose of PPE after all patient contact with the exception of the N95 masks, safety goggles and face shields. N95 masks can be sterilized with UF Health approved 99% germicidal detergent or using UV light. Safety goggles and face shields can be cleaned and disinfected with EPA-approved spray or wipes.

Common/shared spaces controlled by DCRU

- Need for use of DCRU common space by other groups should be scheduled and organized ahead of time with Renita Jenkins (rjenkins@dental.ufl.edu).
- Wall and door posts will indicate the maximum allowable occupancy for personal offices, shared offices, waiting room, conference room that still allows for adequate physical distancing.
- Offices, clinics and lab doors must be closed at all times. The exception will be the entrance door at D1-27M (copier/conference room). This door will be open during regular working hours (8:00 am - 5:00 pm). Only one person is permitted in the copier room at a time. Everyone must wear regular surgical masks and practice social distancing in this common area.

Waiting room

- Minimize the use of the waiting room.
- If the waiting room has to be used, arrange seating so that physical distancing can be maintained, and seats should not face each other.

D1-27L Equipment Room with -80°C Freezer and Gendex X-ray Unit

- Only one person is permitted in the equipment room at a time unless taking radiographs on a patient.
- DCRU staff must wear surgical masks, safety goggles and new gloves upon entering.
- Door handle of the freezer must be disinfected before and after opening.
- Coverings for the Gendex X-ray unit and chair must be disposed after each use.
- Clean and disinfect all hard surfaces, and place new coverings on the Gendex unit and chair after each use.

D1-27O Autoclave and Sterilization Lab

- Only one person in the sterilization lab at a time.
- DCRU staff must wear full PPE (see list of PPE for clinical procedures) and new gloves upon entry.
- Door handle must be disinfected upon entry and exit.
- Only trained DCRU staff members are permitted to use the ultrasonic and autoclave machines.

- Disinfect door handles on the autoclave and ultrasonic before and after each use.
- Dispose of PPE in the appropriate container upon exiting the lab.
- These procedures must be performed each time to prevent cross contamination.

D1-27E Ice Machine Room

- Only one person in at a time.
- DCRU staff must wear surgical masks and gloves.
- Once the ice is collected, the scoop and any other material/equipment used must be disinfected and the individual must leave the room.
- All door handles must be disinfected upon entry and exit.

Common/shared spaces NOT controlled by DCRU

Restrooms

The current UF Health/UFCD protocol will be followed as appropriate.