

Tips for Facility Investigations for APS Workers During an Infectious Disease Outbreak

Part of the APS Investigator Toolkit for COVID-19 located at <https://apstarc.acl.gov/Toolkits>.

DO NOT conduct facility investigations if you have any infectious disease symptoms (fever, cough, shortness of breath, etc.) such as COVID-19 or been exposed to someone with symptoms in the last 14 days.

Preparing & Arriving for a Visit

What to Bring



- Bring only items necessary for the visit such as ID badge, laptop, and required paperwork.
- Store personal items such as purse or backpack securely in your vehicle, if possible.
- **Sanitary Kit** In a sealable bag, include:
 - Hand soap
 - Hand sanitizer (at least 60% alcohol)
 - Paper towels
 - Disinfectant wipes (do not take spray into facility)
- **Personal Protective Equipment (PPE)** it is recommended that face masks be worn at all times while in a facility. In addition, it may be necessary to have available face shields, gowns, and disposable gloves.

Arrival and Greeting



- Facilities may require a temperature check prior to entry.
- Greet residents and staff verbally.
- Avoid physical contact.
- Avoid placing belongings on tabletops or chairs that might have high levels of germs.
- Whenever possible, maintain the recommended six feet distance between people.
- Avoid touching ANY surfaces, especially: doorknobs, handles, light switches, bed rails, wheelchairs, floors

CDC [Preparing for COVID-19: Long-Term Care Facilities, Nursing Homes](#) and [Considerations When Preparing for COVID-19 in Assisted Living Facilities](#).

CDC information on [Personal Protective Equipment: Questions and Answers](#).

Cleaning and Sanitizing

Cleaning and Sanitizing



- Wash hands at a sink for at **least 20 seconds** at the time of arrival, between visits with individuals, at departure, and as needed.
- It is okay to use the supplies provided by the facility for washing hands. However, take your sanitary kit in with you in case adequate supplies are not available.
- Use hand sanitizer in situations when hand washing is unreasonable or not readily available.
- Avoid touching your eyes, nose, and mouth.
- Avoid eating and drinking while at facility.

Supplies & Personal Items



- Clean and sanitize the following items between facility visits and/or as needed.
 - Mobile phone
 - Pen, clipboard, and outside of laptop
 - Name badge
 - Eyeglasses
 - Car keys
 - Any additional items
- Properly dispose of PPE after use. If PPE is not disposable, follow recommended guidance for cleaning. CDC [Using PPE](#).

Follow public health guidance regarding infection control and protection.

Follow federal [ACL.gov](#), [CDC.gov](#) and state guidance regarding visits to facilities.

Follow the APS TARC on Social Media!



The National Adult Maltreatment Reporting System and the Adult Protective Services Technical Resource Center is a project (HHSP 233201500042I) of the U.S. Administration for Community Living, Administration on Aging, Department of Health and Human Services, administered by the WRMA, Inc. Contractor's findings, conclusions, and points of view do not necessarily represent U.S. Administration for Community Living, Administration on Aging, Department of Health and Human Services official policy.