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| SUBJECT: COVID TRANSPORTATION POLICY – Winning Wheels, Inc. | NO.  |
| POLICY:It is the policy of Winning Wheels, Inc., for transportation to follow protocol during the 2020 Pandemic of COVID-19 (also known as Coronavirus, SARS-CoV-2), and in the future for potential COVID-19 outbreaks.PROCEDURE:1. Staff will wear cloth or paper masks during entire transport. These masks will be changed out after each transport and more frequently if they become damp, soiled or no longer fit properly. Masks will be washed daily if cloth. If a paper mask is used, they will be thrown away when they become soiled, and after each transport.
2. Residents will be transported only with individuals from their own facility. Residents that are able will be required to wear some kind of face covering and practice social distancing as reasonably possible.
3. Hand sanitizer will be readily available in each vehicle and needs to be used before and after each trip.
4. All vehicles will contain EPA registered and approved products for disinfecting (Clorox 4-in-1 spray and Clorox wipes) and vehicles will be sanitized after each trip.
5. When transporting a positive or suspected COVID-19 case from the hospital, transportation staff must wear proper PPE and will be required to wear PPE at all times while transporting positive residents.
6. If PPE is not available, staff will have multiple sets of clothes to change into. Sets of clothes should be the amount of trips staff will take positive or suspected COVID-19 cases (for example, if only one trip, one extra set of clothes, if two, two sets, etc.). This only applies to COVID-19 cases.
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| Approved: | EffectiveDate: | RevisionDate: | Change No.: | Page: |