

## *Cleaning and Disinfecting Guidelines for MRI DBIC - Phase 1B*

**Overview:** The following guidelines are based on information provided by [EHS](#) for laboratories and research facilities to help identify and implement approved COVID-19 disinfection methods for work areas and equipment. At a minimum, researchers in the Dartmouth Brain Imaging Center (DBIC) should execute the disinfection protocol at the beginning and at the end of each scan session in the scanner suite, but not less than every two hours, per CDC guidelines.

Required cleaning and disinfection within the scan suite is the responsibility of research personnel and should be executed following CDC recommendations, as outlined below. Equipment and surfaces that may be touched by multiple people during a work shift must be disinfected every two hours.

**High-touch locations and equipment:** The following are locations and equipment in the DBIC with high frequency of handling and contact that should be disinfected.

- o Countertops, scanner console
- o Door handles, cabinet handles
- o Scanner table controls on the gantry of the scanner
- o Coils inside and outside, cables, button boxes, emergency squeeze ball
- o Phantoms
- o Light switches and plates
- o Telephone, computer keyboards, and computer mice
- o Chair armrests in the console area and the subject waiting area
- o Door handles, light switches, and bureau drawers in changing room
- o Pens, markers, pencils, staplers, tape dispensers
- o Photocopier controls
- o Cleaning product containers
- o System on/off buttons
- o MRI intercom system
- o Doorbell to MRI suite

**Approved disinfectants:** The DBIC will provide a disinfectant that is certified by the EPA to be effective against the COVID-19 coronavirus. Terry Sackett and Courtney Rogers will be responsible for verifying that the disinfectant is on the [EPA registry list](#).

Personal Protective Equipment (PPE): The DBIC will require staff, faculty investigators, and research personnel, as well as research participants, to wear appropriate PPE while in the DBIC.

DBIC staff, faculty investigators, and research personnel will be required to wear the following:

- Face masks – In compliance with [Dartmouth's face covering policy](#), a face mask must be put on prior to entering the imaging center, and must be worn at all times while within the DBIC facility.
  - You may use your own reusable cloth mask. Otherwise, users will be required to wear a disposable mask or face shield provided by the DBIC.
- Protective gloves – must be worn at times when physical contact with a research participant might occur (e.g. while positioning in the scanner). Gloves should be discarded after each participant.
- Face shield – must be worn at times when maintaining a distance of 6 feet is not possible (whether while interacting with a participant or other personnel in the DBIC).

All DBIC research participants will be required to wear the following:

- Face masks – In compliance with [Dartmouth's face covering policy](#), participants should put on a face mask prior to entering the DBIC facility, and should keep the face mask on for their entire visit to the DBIC, except while being scanned.
- Scrubs - Participants should change out of their street clothes and into scrubs, without exception.

#### Hygiene practices

- DBIC staff, research personnel, and research participants should be following World Health Organization (WHO) guidelines on [hand washing](#). Hand washing should take place in between each participant at a minimum, but as frequently as necessary. Hand sanitizer is also available throughout the DBIC.
- Research participants or visitors to the DBIC will wash their hands upon entering the DBIC. Hand sanitizer is also available throughout the DBIC.

#### Facility cleaning practices

- Participants should put their used scrubs into the laundry bin in the changing room.
- Linens (sheets/pillowcases) must be changed between each participant. Used linens should be placed immediately in the laundry bin.
- Blankets may not be used for more than one participant. Used blankets will be placed immediately in the laundry bin.

- Between each participant, wipe down hard surfaces in the changing and waiting rooms with a disinfecting wipe.
- Between each participant, wipe down pens/clipboards.

Important disinfection reminders:

- Wash hands thoroughly and often while in the DBIC. Remember to wash hands with soap and hot water for at least 20 seconds prior to starting work, during your work day, between glove changes, and after disinfection procedures.
- The DBIC has reduced clutter in the control room so that the desk areas, countertops, and other work areas can be properly disinfected.
- Visibly soiled areas need to be washed with soap and water prior to disinfecting.
- Pay attention to disinfectant contact time. Read the labels on all products and follow instructions for proper use, including required contact time (the amount of time a disinfectant needs to remain on a surface to effectively kill microorganisms). Spraying and immediately wiping is often insufficient; most products need to be sprayed thoroughly and allowed to sit for 5-10 minutes. FOLLOW THE MANUFACTURER'S INSTRUCTIONS on the product or look them up online before using the disinfectant. If you have any questions, please contact Terry Sackett.
- Use care with delicate equipment and electronics. Certain equipment (e.g., keyboards, electronics and computer screens) may be damaged by spraying and by harsher disinfectants such as bleach. If in doubt, you should consult product manuals or contact the manufacturer for cleaning and disinfecting procedure recommendations for the specific product.