

# Fitwel Hand Hygiene Protocol



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This document provides project teams with a list of the required elements that must be included in a hand hygiene protocol. Project teams can either use this document as a guide to establish and implement a qualifying protocol or highlight the required sections in existing policies or protocols.

A qualifying protocol for hand hygiene must include the following:

## 1. Implementation

- ☐ when implementing the protocol in multi-tenant commercial and residential buildings, the protocol must apply to all areas under the control of the building management, including common elevator banks on tenant floors.
- ☐ when implementing the protocol in single tenant buildings and commercial interior spaces, the protocol must apply to all areas within tenant spaces.

## 2. Hand Hygiene Stations Provisions

Requires that hand hygiene stations include **one** of the following:

- ☐ hand sanitizer
- ☐ hand-washing provisions that include **all** of the following:
  - soap
  - water
  - hand drying method

## 3. Supply Guidelines

Requires the following materials to be included at hand hygiene stations:

- ☐ a minimum of one of the following hand drying methods at all sinks within the required areas:
  - paper towels
  - hand dryers with HEPA filtration that are maintained per the manufacturer's instructions
- ☐ when providing hand sanitizers, hand sanitizers must meet the following requirements:
  - at least 60% alcohol (typically found in the form of one of the following active ingredients: ethanol, ethyl alcohol, isopropanol, or 2-propanol)
  - no presence of methanol, triclosan, or triclocarban
  - are not on the FDA list\* of recalled products
- ☐ when providing soap, soap must meet the following requirements:
  - plain, non antibacterial
  - dispensed in liquid, foam or powder form.

\*The FDA list of recalled products can be found at <https://www.fda.gov/drugs/drug-safety-and-availability/fda-updates-hand-sanitizers-methanol>

#### 4. Procurement and Maintenance Guidelines

Requires the following inventory management and maintenance procedures:

- ☐ managing inventory of hand hygiene supplies (soap, sanitizer, and paper towels) weekly
- ☐ restocking supplies at all hand hygiene stations to meet demand, at a minimum of **once** daily.
- ☐ **twice** daily cleaning of sinks, faucets, soap dispensers, towel dispensers, counters, door handles, and countertops.

#### 5. Placement Plan

Requires hand hygiene stations be located in **all** of the following areas, as applicable. Hand hygiene stations with qualifying hand washing provisions, do not need to include hand sanitizer:

- ☐ main building entryways
- ☐ restrooms
- ☐ break areas
- ☐ a minimum of **one** on each floor within the project.