

SAMPLE Standard Operating Procedures for Community Leaders during Ebola Outbreak

Keep Safe - Keep Serving

Liberia: Updated Sept 25 2014



This document is intended to provide advice on infection prevention and control practices in the community. As the Ebola outbreak evolves, the document will need to be adapted accordingly.

Primary role for community leader:

- Initiate a clear response plan for suspected, probably, and confirmed Ebola cases as defined by your community and health care facilities.

Home-based support and risk reduction

1. With the family/community identifying a suitable place for patient:
Identify a space (a separate room if possible) in the family compound with a separate entrance (if possible) where the patient will be accommodated. While the patient is sick he/she should remain in this room.

2. Caregiver practices:

Help the family/community to:

- Chose a caregiver:
 - i. People who have survived Ebola are thought to be protected from getting Ebola again. If a family member or friend who has survived Ebola is available, ask them to be the sole caretaker of the patient. Nevertheless, he/she should still perform personal protective measures so as not to infect others.
 - ii. Assign one person to take care of the patient. If possible, other family or community members should keep at least a distance of at least 3-6 feet away from the patient at all times. Explain to the family members the importance of staying away from sick relatives.
- Preventing transmission of Ebola and other diseases:
 - i. Avoid touching the sick person. All body fluids including stool, vomit, blood, breast milk, sperm, urine are dangerous and must not be touched.
 - ii. When entering the room where the patient is the care giver should keep at least 3-6 feet away from the patient at all times. If you need to touch the patient or anything that they have touched (including dirty clothes, body fluids, or utensils), it is recommended to wear the best available protection to cover the face, e.g.

facemask or scarf, the body, e.g. raincoat or plastic material, and hands, e.g. gloves or “Mind your business” plastic bags (make sure there are no holes and burn after use). Household rubber gloves can be designated to be used for caring for the patient.

iii. Put these on before entering the room or the patient area. These clothing should only be worn when caring for the patient and should be washed immediately after leaving the room. Wash gloves or plastic bags with 0.05% bleach or chlorine water, remove rest of the gear and wash in 0.05% bleach or chlorine solution. After removing the plastic bags and gloves, wash the hands with soap and water, alcohol based hand sanitizer, or 0.05% bleach or chlorine solution again. Plastic bags or disposable gloves should be burned after use. Make sure that hands with gloves/plastic bags are not at face level. Put it as low as possible so as to prevent contaminating clothes of caregiver.

iv. Washing hands:

- Wash hands thoroughly with soap and water, 0.05% bleach or chlorine water (see annex on how to prepare), or with alcohol based hand sanitizer after touching the sick person or anything that belongs to the person.
- Wash hands with soap and water, 0.05% bleach or chlorine water, or with alcohol based hand sanitizer after touching a toilet or chamber bucket used by the patient, after touching any blood or body fluids (e.g., poo-poo, pee-pee, vomit),
- Wash hands with soap and water, 0.05% bleach or chlorine water, or with alcohol based hand sanitizer after touching anything that could be contaminated with bodily fluids even if you wore gloves, and after removing gloves.

3. Providing Food:

- Provide the patient with his or her own plate, cup, and utensils (spoon, fork), toothbrush, etc. No item should be shared with others.
- Ask the patient to bring his plate to the door and spoon the food into it without touching.
- If the patient cannot walk, the caretaker dresses in protective equipment and enters the room, and brings the plate 3 feet away from the door where another family member spoons the food into it without touching.
- Encourage increased fluid intake. Provide ORS if necessary. Encourage fruit and vegetables. Encourage soup without pepper. Paracytamol can be used for fever; don't give aspirin or other NSAIDs.

4. Cleaning and disinfection: Protective gear should be worn for all cleaning as materials are infectious until they have been disinfected in the last step of chlorination. At that point protective gear is not necessary.

- Cleaning latrines:
 - i. A separate latrine should be designated to the patient, if possible.
 - If a separate latrine is not available, thoroughly wash and disinfect the latrine with 0.5% chlorine or bleach solution each time the patient uses it.
 - If there is no latrine, dig a hole away from water source, cover the poo-poo or pee-pee with 0.5% chlorine or bleach water after each use. Let stand for at least 15 minutes and cover with dirt or ash.
 - ii. If the patient does poo-poo or pee-pee in the chamber/bucket, keep the bucket covered:
 - Add 0.5% bleach water/chlorine water to the container to cover contents and discard in latrine.
 - Wash container with soapy water and discard in latrine.
 - Rinse container with 0.5% bleach water/chlorine water (container may then be re-used).
- Washing clothes and bedding:
 - i. Place a container of 0.05% bleach or chlorine water inside the room near the door, the solution should be changed after 24 hours. The caregiver should not touch patient's clothes with bare hands. Ask the patient to undress and leave the clothes in the bleach or chlorine water bucket. If this is not possible, the caregiver should use a barrier (such as gloves) to put the patient's clothes in the bleach or chlorine water. After 30 minutes, the clothing can be removed. Remove and place in a container of soapy water overnight, rinse thoroughly and dry on line in the sun.
- Disinfect spills of body fluids: (try to clean without touching)
 - i. Put on household rubber gloves before you touch anything.
 - ii. Cover completely (be careful not to splash) with 0.5% chlorine or bleach solution.
 - iii. Let stand for 15 minutes.
 - iv. Remove with rag or paper towels. (If not available cover with ash or sand and scoop and discard).
 - v. Discard rag or paper towel in plastic bag for infected waste, and burn.
 - vi. Wash area with soap and water.
- Cleaning the patient room: (try to clean without touching)
 - i. Use barriers to protect hands (such as rubber gloves or "Mind your business" plastic bags) and wear hospital gown or designated clothing for caring for the patient before cleaning the patient's room.

- ii. Disinfect all surfaces with 0.5% bleach or chlorine water.
- Washing plates and utensils:
 - i. Throw away left over food.
 - ii. Leave plate and utensils in 0.05% chlorine or bleach water for 30 minutes.
 - iii. Wash plate and utensils with soap and water.
 - iv. Rinse plate and utensils with clean water.
 - v. Let dry in the sunlight.
5. After the patient recovers:
- a. The bedding, clothing and bednet of any patient who recovers from Ebola should be burned.
 - b. Men who recover from Ebola should use condoms when performing man-woman business for 90 days after recovery to avoid transmitting Ebola to their partner.
6. If the patient dies:
- a. Do not touch the body or any of the patient's belongings.
 - b. Close the door of the room.
 - c. Inform the community leader and call the Ebola hotline for the burial team to pick up the body.
 - d. Wait for the decontamination and burial teams to arrive.
 - e. The bedding, clothing and bednet of any patient who dies from Ebola should be burned.

Chlorine or bleach solution

| Chlorine solution | How to Make | Uses |
|-------------------|---|--|
| 0.5% | 70% HTH Chlorine Powder: 10 spoons of chlorine powder in 20 Liters of water (approximately 5 gallons) of water | Disinfection of: - Body fluids, excreta, vomit, etc. - Corpses - Toilets and bathrooms - Floors |
| | 3.5% Liquid Bleach: 2 spoons in 20 Liters of water | |
| 0.05% | 70% HTH Chlorine Powder: 1 spoon of chlorine powder in 20 Liters (approximately 5 gallons) of water | Disinfection of: - Bare and gloved hands, skin and shoes. - Thermometers. - Laundry. - Plates, cups and eating utensils. |
| | 3.5% Liquid Bleach: 1 liter of 0.5% solution in 10 Liters water | |