

Transportation Protocol in response to COVID-19:

It is imperative that we try to plan ahead whenever possible. Advanced planning will allow for agency vehicles to be used before staff vehicles. Currently, we are sheltering in place so transportation is for only necessary trips that are required for a person's health or well being. See "Protocols for Program Operations" for further details.

Prior to going out in any vehicle, all staff accompanying will do the following:

- Complete vehicle disinfecting and disinfecting checklist. Staff using their personal vehicle need to indicate this on the disinfecting checklist when submitting it to their manager.
- Clean commonly touched surfaces (keys, vehicle binder, pen, door handles – inside and out, arm rests and seats, steering wheel, dashboard, and all other surfaces)
- Bring a clean medical mask in a paper bag
- Bring the vehicle disinfectant kit (Contains: Lysol wipes, gloves, and hand sanitizer)
- Perform [hand hygiene](#)

While in the vehicle:

- Ensure safe physical distancing is being followed. The passenger(s) in the vehicle cannot sit directly next to the driver. If travelling with one supported person and one staff, the supported person will sit in the back seat furthest from the driver.
- **Residential:** A maximum of two supported persons, who live in the same house, along with one staff (the driver), will travel in a vehicle at any one time. Staggered seating is imperative.
- **SIL:** A maximum of one supported person, along with one staff (the driver), can go in a vehicle at a time. Staggered seating is imperative.
- All attempts will be made to ensure the use of an agency vehicle with 3 rows of seating. The driver is the only person sitting in the front of the vehicle.
- Provide the supported person with a mask to wear (if tolerated).
- Keep the front windows open as much as possible.
- Staff must wear their medical mask for the duration of their shift, including while in the vehicle.
- Eye protection can be removed when staff are driving.

In circumstances wherein a supported person requires 2 support staff to access the community for recreation or medical purposes, the following procedures will apply:

- Ensure safe physical distancing is being followed. Staggered seating is imperative.
- All attempts will be made to ensure use of an agency vehicle with 3 rows of seating. The supported person is to sit in the middle row.
- The Staff driving may remove their eye protection once in the vehicle and while driving; the eye protection must be disinfected and put back on prior to getting out of the vehicle, once parked at the destination.
- The driver is the only person sitting in the front of the vehicle.
- The second staff must have their mask and eye protection on for the duration of being in the vehicle.
- Provide the supported person(s) with a mask to wear (if tolerated).
- Keep the front windows open as much as possible.
- Staff must wear their medical mask for the duration of their shift.

When returning to the location disinfect the vehicle:

- Sanitize hands
- Don on a new/clean medical mask
- Don gloves
- Use a disinfectant being sure to follow the steps on the disinfectant cleaner or bleach/water mixture
- Clean commonly touched surfaces (keys, vehicle binder, pen, door handles – inside and out, arm rests and seats, steering wheel, dashboard, and all other surfaces)
- Doff and discard gloves
- Sanitize hands
- When reentering the program
 - Sanitize hands
 - Don a new medical mask
 - Perform proper [hand hygiene](#) with soap and water
 - Disinfect the eye protection with bleach and water mixture, dry the face shield and don the eye protection
 - Perform proper [hand hygiene](#) with soap and water
 - Complete the van disinfecting schedule to indicate that the vehicle has been disinfected