

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. Staff may remove their mask if travelling alone in a vehicle.

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. If travelling with one supported person and one staff, the supported person will sit in the back seat.
- **Residential:** A maximum of three (3) supported persons who live in the same house, along with two (2) staff can go in a vehicle at a time. Staggered seating as much as possible and the use of masks is imperative.
*** Should one or more supported persons be unable to tolerate a mask, the original 2 supported persons from the same household and one staff in the vehicle will apply***
- **Day Program/ Respite:** A maximum of three (3) supported persons all who will tolerate wearing a mask, and whose families have been consulted and agree, along with two (2) staff can go in a vehicle at a time. Staggered seating as much as possible and the use of masks is imperative.
- All attempts will be made to ensure use of an agency vehicle. With three rows of seating. 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, including while in the vehicle.

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
- When reentering the program
 - Sanitize hands
 - Don a new medical mask
 - Perform proper [hand hygiene](#) with soap and water
 - Complete the van disinfecting schedule to indicate that the vehicle has been disinfected