Covid 19: Lab Protocols

Brandl Lab May 2020

1. Work from home whenever possible. Organize your time to maximize work from home. Come to the lab with a plan.
2. Do not come to the lab if:
   1. You have travelled to an area with a Covid 19 “outbreak/hotspot” within the past 14 days.
   2. You have been in contact with anyone diagnosed with covid documented by a PCR test or undiagnosed but with Covid 19 systems in the past 14 days.
   3. Have a temperature above 37.4 C (this should be monitored before coming to work) or feel sick with any symptoms.
   4. Stay home if you feel unsafe coming to work.
   5. If you feel ill at work, go home immediately.
   6. Report any non-scheduled absences to CJB.
   7. ***If you think you may have COVID-19 symptoms*** or have been in close contact with someone who has symptoms, first self-isolate and then use the [**COVID-19 Self-Assessment for Middlesex and London**](https://covid19checkup.ca/) to see if you need to seek further care.
3. General lab practices:
   1. Maintain physical distancing (2 metres) when at work and outside of work till advised it is okay to do otherwise by the Middlesex London Health Unit.
   2. Wear face covering (mask or shield) as much as possible
   3. Disinfect your designated work space before you start work with \* (see below)
   4. Avoid any unnecessary person-person interactions in halls, stairwells or labs (use your cell phone)
   5. Wash your hands frequently (20-30s) with soap and water or alcohol based product. Clean tap handles after use.
   6. Avoid hand contact with your face
   7. Only leave the 2nd floor of the MBL if necessary. Casual in and outs are not permitted. Organize your time to avoid multiple exits.
   8. After leaving C202 you will disinfect or wash your hands with soap and water immediately on returning.
   9. Primary work spaces in the lab should place individuals no closer than 2 metres apart.
   10. No more than 3 people will be in the lab at any one time.
   11. Researchers other than core members must follow all above practices and sign a log book with their time of entry and exit before using any equipment in C202.
   12. Avoid use of the lab phone. Disinfect thoroughly after use.
   13. Do not leave items in the aisles that would generate pinch points.
   14. Enter and exit the lab with caution to avoid hallway contact.
   15. Common principles apply to work outside MBL C202.
4. Log book. Everyone will maintain a log book reporting details as they happen. Clearly date each day you are in the lab. The book will contain.
   1. Your temperature as recorded when you left home.
   2. Time of arrival in the lab
   3. Names of those other than family members with whom you have been in physical contact since your last time in the lab.
   4. On returning to the 2nd floor of the MBL after an activity off the floor you should report: the time you were out of the lab, where you were, any equipment you used, who you were in close contact with.
   5. Time you left the lab at the end of the day.
   6. Sign your log on leaving the lab.
5. Equipment use.
   1. Use your own pipettmen, tape, scissors, pens etc.
   2. Disinfect the touch points of any communal equipment before and after use (e.g microfuges, PCR machine, refrigerators).
   3. Before using any communal lab resources (eg strain books) you should disinfect your hands. And after.
   4. Maintain one or more personal bins /desk drawers to store devices, masks, pens, tape etc that are not to be used by others. Mark accordingly.
6. Leaving the lab at the end of the work day
   1. Put your working items away so they will not be accessible to others
   2. Clear your work space.
   3. Disinfect your work space
   4. Wash your hands.
   5. Take your mask(s) home for cleaning.

\*70% ethanol *or* 0.12% sodium hypochlorite bleach solution (liquid bleach containing 2%-10% sodium hypochlorite) *or* industrial cleaning product at recommended dosage. Information on approved disinfection products can be found [here](https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/list.html).