



## TEXAS DEPARTMENT OF STATE HEALTH SERVICES

DAVID L. LAKEY, M.D.  
COMMISSIONER

1100 W. 49<sup>th</sup> Street • Austin, Texas 78756  
1-888-963-7111 • <http://www.dshs.state.tx.us>  
TDD: 512-458-7708

### EMERGENCY SHELTER SANITATION GUIDELINES

It is critical to clean and sanitize articles and surfaces to reduce the spread of infections to residents and staff.

- Cleaning and sanitizing requires a four-step process. For the sanitizing process to be effective, you must follow these steps in order:
  - (1) Wash with water and soap;
  - (2) Rinse with clear water;
  - (3) Use disinfecting solution:
    - For small articles such as toys, soak in solution for at least 10 minutes.
    - For large items such as counter tops, railings, and cots, spray surface with solution until entire surface is coated with the liquid.
  - (4) Allow the article or surface to air-dry.
  
- A disinfecting solution may be:
  - (1) a self-made solution, prepared as follows:
    - One tablespoon of regular strength unscented liquid household bleach to each gallon of water used for disinfecting such items as cots, crib rails, toys, countertops, and eating utensils; or
    - One-fourth cup of regular strength liquid household bleach to each gallon of water used for disinfecting surfaces such as bathrooms and diaper-changing tables; and
    - Prepare each solution daily and place it in a closed and labeled container; or
  - (2) a commercial product that meets the Environmental Protection Agency's (EPA) standards for "hospital grade" germicides (solutions that kill germs). Follow product label directions for application. If the label warns of any toxic substances, do not use on surfaces likely to be mouthed by children, like crib rails and toys.
  
- If any object or surface is soiled with bodily fluids, immediately wash, rinse, and sanitize.
  
- Diaper changing surfaces should be washed, cleaned, and sanitized after each use. However, if you are changing diapers on a number of children consecutively, you may cover the surface with a non-absorbent paper liner that is disposed of between each diaper change or wipe the surface dry after approximately 2 minutes of contact with the sanitizing solution.

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