

Team Name: Environmental Services	
Team Lead: Regional Manager Environmental Services	Reference Number: ORG.1910.PR.061 Program Area: Support Services
Approved by: Regional Lead- Corporate Services & Chief Financial Officer	Policy Section: Housekeeping
Issue Date: December 29, 2023 Review Date: Revision Date:	Subject: Removal and Replacement of On The Right Track Curtains

Use of pre-printed documents: Users are to refer to the electronic version of this document located on the Southern Health-Santé Sud Health Provider Site to ensure the most current document is consulted.

PROCEDURE SUBJECT:

Removal and Replacement of On The Right Track (OTRT) Curtains

PURPOSE:

To provide direction for all Southern Health-Santé Sud staff to follow and incorporate methods necessary to sustain the facility's environment at a level of safety, sanitation and visual appearance, consistent with the Accreditation Standards, Infection Control and Manitoba Health Standards.

PROCEDURE:

- 1. Use appropriate Personal Protective Equipment (PPE) according to Safety Data Sheet (SDS). Check for additional precaution signage on the room door.
- 2. Prepare equipment. If more than one curtain, use a cart to transport the curtains.
- 3. Perform hand hygiene and put on your gloves.
- 4. Remove soiled curtains by putting the Grabber tool onto the curtain track where the "loading zone" for the Grabber tool is.
- 5. Slide the soiled curtains onto the Grabber tool (if more than one curtain, separate the curtains and remove one at a time) to ensure proper safety and ergonomic handling is maintained.
- 6. Remove curtains from the Grabber tool, insert the rings into the curtain pocket and snap close, then place soiled curtains into the nearest laundry hamper.
- 7. Wipe the Grabber tool with appropriate disinfectant cleaner.
- 8. Discard gloves and perform hand hygiene.

- 9. Put one curtain on the Grabber tool and install on the curtain track where the loading zone for the Grabber tool is.
- 10. Continue Step #9 until appropriate number of curtains are installed.
- 11. Only clip curtains together as far as you can reach from standing flat footed on the floor.
- 12. Place the Grabber Tool in the appropriate spot.

EQUIPMENT/SUPPLIES:

On The Right Track Curtains Grabber tool Transport Cart

REFERENCES:

Safe Work Procedure – OTRT On The Right Track Curtains