|  |  |  |
| --- | --- | --- |
| Contractor Company Name: | Emergency Contact No. | Employees Performing Work 1)2)3)4) |
| Contractor Supervisor Name: |  |
| Area:  |  | Date |  | Time  |  |
|  (Area description must be precise) |
| Permit Requestor: |  | Sign  |  |  |
| Performing Work:  |  | Sign |   |

**Note:** I understand the precaution to be taken as described above and as per Project requirement & here by confirm that Work will be executed under my supervision by following all precaution & Safety Rules

|  |  |
| --- | --- |
|  **Description of work:** |  |
|  |
|  |
| **Work Execution Date:** |  | **Time:**  |  | **Valid From:** |  | **To:**  |  |

The above signing person will be responsible to ensure that the above described work will be done under all the safety precaution mentioned on the PTP. The following precautions are to be taken.

**Step One - Check Construction Project Activity Type (Check box below):**

|  |  |
| --- | --- |
| **Type A**[ ]  | **Inspection and non-invasive activities**Includes, but is not limited to:* Opening of more than one ceiling tile per 10 tiles
* Installation of telephone and computer cabling
* Painting (but not sanding)
* Wall covering, electrical trim work, minor plumbing, and activities which do not generate dust or require cutting of walls or access to ceilings other than for visual inspection
 |
| **Type B**[ ]  | **Small scale, short duration activities which create minimal dust**Includes, but is not limited to:* Access to mechanical chase or shaft spaces
* Cutting of walls or ceiling where dust migration can be controlled
* Minor renovation of existing space
* Wet sanding of walls
 |
| **Type C**[ ]  | **Work that generates a moderate to high level of dust** Includes, but is not limited to:* Dry sanding of walls
* Cutting of walls, removal of drywall or building finish components where work is limited to one room or suite (including removal of floor coverings, ceiling tiles, and casework)
* Wall demolition or new wall construction
* Minor duct work, plumbing work, or electrical work above ceilings (not including system demolition or installation)
* Moderate renovation of existing space
* Major cabling pulling activities, multiple rooms/lines where multiple access points are needed
* Any activity which requires construction of a barrier that does not qualify as Type D
 |
| **Type D**[ ]  | **Major demolition and major construction projects**Includes, but is not limited to:* Activities which require the closure of a unit/wing or relocation of an entire patient area
* Demolition, removal, or installation of a complete cabling, HVAC, plumbing, medical gas, or electrical system
* Demolition of major fixed building components, assemblies, fit-out elements, or structural elements
* New construction located in close proximity (as determined by the Primary ICRA team) of the hospital building
* Outdoor construction of new structures located in close proximity (as determined by the Primary ICRA team) to existing patient care facility
* Excavation activities within close proximity (as determined by the Primary ICRA team) of hospital building
 |

**Step Two – Indicate the Risk level for the project location. If more than one risk, use the higher level (Check box below).**

| Low Risk [ ]  | Medium Risk [ ]  | High Risk [ ]  | Highest Risk [ ]  |
| --- | --- | --- | --- |
| * Office areas not attached to or adjoining patient care areas or used for patient interviews, exams, or evaluations
* Public corridors and spaces not on or directly attached to patient units or treatment locations.
 | * Admissions
* Breast Imaging
* Cardiac Rehab
* Clinical Laboratories, (except Microbiology and Virology)
* Echocardiography
* Cafeteria
* Laundry
* Off- site outpatient clinics
* Outpatient Rehab
* Physical Therapy
* PAT
* Patient care areas not listed under “High” or Highest”
 | * Blood Bank
* Main Kitchen
* Central Processing - Dirty
* Clin Labs Microbiology Lab
* Clin Labs Virology Lab
* Day Hospital
* Emergency Department
* Lab collection areas
* Labor & Delivery
* Newborn Nursery
* Nuclear Medicine
* Outpatient Surgery
* Orthopedics
* Pharmacy – locations that do not prepare intravenous meds
* PACU
* Procurement
* Postpartum
* Radiation Oncology
* Radiology/MRI/CT/ Ultrasound
* Respiratory Therapy
 | * Central Processing - Clean
* C-Section Rooms
* Cardiac Cath/EP Lab
* Endoscopy
* Hem-Onc
* Hemodialysis
* All ICUs
* Interventional Radiology
* Pharmacy – locations that prepare intravenous meds
* Surgery/OR
 |

**Step Three -** Match the Risk Group and the Construction Type to identify the ICRA Classification Level.

|  |
| --- |
|  |

**Indicate the ICRA Level:**

**If Class I or Class II risk group, skip steps 4 through 11. Additional permit from Epidemiology not required.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Construction Activity→ | TYPE A | TYPE B | TYPE C | TYPE D |
| RISK GROUP ↓ | ICRA Level↓: | ICRA Level↓: | ICRA Level↓: | ICRA Level↓: |
| Low Risk  | I | II  | II | III or IV |
| Medium Risk | I | II | III | IV |
| High Risk | I | III | III or IV | IV |
| Highest Risk | III | III or IV | III or IV | IV |

**Step Four - Identify the areas surrounding the project area and the risk level for that location. If more than one risk level is identified, select the higher risk level.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Unit Below** | **Unit Above** | **Lateral** | **Lateral** | **Behind** | **Front** |
|  |  |  |  |  |  |
| **Risk Group:** | **Risk Group:** | **Risk Group:** | **Risk Group:** | **Risk Group:** | **Risk Group** |
|  |  |  |  |  |  |

**Step Five - Identify the specific site of activity eg. patient room, corridor, medication room.**

|  |
| --- |
|  |
|  |
|  |

**Step Six - Identify issues related to HVAC, plumbing, and electrical in terms of the probability of unplanned outages that will impact patient care.**

|  |
| --- |
|  |
|  |
|  |

**Step Seven – Water incursion. Indicate potential risk of water outside construction zone.**

|  |
| --- |
|  |
|  |
|  |

**Step Eight - Identify IRCA containment measures.**

|  |  |
| --- | --- |
| **Wall Type** |  |
| **Ante-Room** |  |
| **Door type** |  |
| **Size HEPA negative air machine** |  |
| **Will continuous read negative air pressure monitor be used (chart recorder)?** |  |
| **Frequency of manual verifications and documentation of negative air.** |  |
| **HVAC. Describe local or system isolation of work site.** |  |
| **If temporary ventilation or humidification is necessary, how will this be accomplished?** |  |

**Step Nine – Work Hours/Shifts**

|  |  |
| --- | --- |
| **Hours: Will work be done during non-patient care hours?** |  |
| **Shift: What shifts will the majority of work be done during?** |  |

**Step Ten – Has infection control been consulted on the design as it relates to:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Yes** | **No** | **N/A** |
| Clean and soiled utility rooms? | [ ]  [x]  | [ ]  [x]  | [ ]  [x]  |
| Hand washing sinks/Sanitizer dispensers? | [ ]  [x]  | [ ]  [x]  | [ ]  [x]  |
| Support services space? | [ ]  [x]  | [ ]  [x]  | [ ]  [x]  |
| Isolation (positive pressure) rooms? | [ ]  [x]  | [ ]  [x]  | [ ]  [x]  |
| Negative pressure rooms? | [ ]  [x]  | [ ]  [x]  | [ ]  [x]  |
| Wall and floor openings? | [ ]  [x]  | [ ]  [x]  | [ ]  [x]  |
| Ceiling type?  | [ ]  [x]  | [ ]  [x]  | [ ]  [x]  |

**Step Eleven - Other construction and containment issues to be discussed with the construction team:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Yes** | **No** | **N/A** |
| **Maintenance of barriers during project.** | [ ] [x]  | [ ] [x]  | [ ] [x]  |
| **Maintaining clean jobsite daily.** | [ ] [x]  | [ ] [x]  | [ ] [x]  |
| **Only HEPA filtered “shop style” vacuums are allowed.** | [ ] [x]  | [ ] [x]  | [ ] [x]  |
| **Proper cleaning & removal of barriers at completion of project.** | [ ] [x]  | [ ] [x]  | [ ] [x]  |
| **Cleaning protocol.** | [ ] [x]  | [ ] [x]  | [ ] [x]  |
| **Commissioning protocol.** | [ ] [x]  | [ ] [x]  | [ ] [x]  |
| **Other.** | [ ] [x]  | [ ] [x]  | [ ] [x]  |

**Notes:**

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**INFECTION CONTROL PREVENTIVE MEASURES (BY CLASS)**

**(Check Applicable Box)**

|  |  |  |
| --- | --- | --- |
| **CLASS I****[ ]**  | 1. Execute work by means to minimize raising dust from construction operations. (Close doors or use other means of containment when indicated).
2. Immediately replace any ceiling tile displaced for visual inspection.
 | 1. Minimize dust and dirt. Clean area when dust and dirt build up.
2. Wet mop and/or vacuum with HEPA filtered vacuum when work is complete.
 |
| **CLASS II****[ ]**  | **Engineering/Contractor Responsibilities during project:**1. ***In addition to the items contained in Class I.:***
2. Provide active means to prevent air-borne dust from dispersing into atmosphere by closing doors, using portable containment units, or enclosing area with plastic sheeting or equivalent. When openings are made into existing ceilings, use portable containment devices or provide polystyrene enclosure around ladder sealing off opening, fitted tight to ceiling and floor.
3. Provide thorough cleaning of existing surfaces that become exposed to dust.
4. Seal unused doors with duct tape and post appropriate signs to prevent entry by others not engaged in the project.
5. Water mist work surfaces to control dust-generating activities that will cause dust to become airborne, such as cutting or sanding.
6. Block off and seal air vents as indicated. If exhaust must be maintained, use "clean air" machine or powered HEPA filters in exhaust path, or exhaust directly to outside.
7. Use tacky mats and carpet squares/dust mats at project entrance and exits to minimize dust dispersal.
8. Control spread of dust and debris by using covered carts or containers to remove debris through internal hospital paths. Cover must be dust tight and secured to container, not just laid on top.
 | 1. Damp mop area during and after construction activities to control and remove dust.
2. Use HEPA filters on vacuums used for clean-up.
3. As work progresses, wipe down all horizontal surfaces using hospital-approved disinfectant.
4. Replace all ceiling tiles or reclose ceiling.

**Engineering/Contractor Responsibilities at completion of project:**1. Maintain all barriers/enclosures as practical until job is complete.
2. Replace all ceiling tiles or reclose ceiling.
3. Wipe down all horizontal surfaces using hospital-approved disinfectant.
4. Damp mop or extract floor with hospital-approved disinfectant.
5. If appropriate, vacuum all areas with HEPA filtered vacuum.
6. Clean HVAC system before closure is removed and operate system for 24 hours prior to final cleaning of job site.
7. Use HEPA filtered vacuum during removal of barriers as practical.
 |
| **CLASS III**[ ]  | **Engineering/Contractor Responsibilities during project:**1. ***In addition to the items contained in Class I and Class II***.
2. Submit ICRA to the Department of Epidemiology and obtain an infection control permit before construction/demolition begins.
3. In consultation with the Engineering Department, put controls or barriers into place to prevent spread of particles through HVAC system and contamination of duct system in the area where work is being performed.
4. Complete all critical barriers or use portable containment unit before demolition/construction begins. Throughout the work process, use appropriate barriers to control dust for type of work.
5. Maintain negative air pressure within work site utilizing HEPA equipped air filtration units.
6. Seal holes, pipes, conduits, and punctures appropriately.
7. Place adhesive mat at entrance outside work area and carpet mat inside work area. Adhesive mats or carpet mats at barricade entrances and in the anteroom, shall be kept clean and changed daily or more often as needed to prevent accumulation of dust.
8. Place carpet mat inside construction area at exit for workers to wipe off shoes before leaving work area.
9. Any ceiling access panels opened for investigation beyond sealed areas shall be replaced immediately when unattended.
10. Wet mop frequently to keep dust at a minimum.
11. Wet mop and/or vacuum with HEPA filtered vacuum before leaving work area.
 | 1. Contain construction waste before transport in tightly covered containers, carts, or tightly closed impervious bags. Containers must be wiped down before leaving area.
2. Use only designated elevator and/or route through facility for transporting construction materials to and debris from the worksite.
3. Clean worksite thoroughly before removing construction barriers.
4. Remove isolation controls or barriers from HVAC system after work is completed.

**Engineering/Contractor Responsibilities at completion of project:**1. Maintain all barriers/enclosures as practical until final cleaning is complete and final inspection is complete.
2. Replace all ceiling tiles or reclose ceiling.
3. Wipe down all horizontal surfaces using hospital-approved disinfectant.
4. Damp mop or extract floor with hospital-approved disinfectant.
5. If appropriate, vacuum all areas with HEPA filtered vacuum.
6. Clean HVAC system before closure is removed and operate system for 24 hours prior to final cleaning of job site.
7. Use HEPA filtered vacuum during removal of barriers as practical.
8. Once barriers are removed, the areas are to be thoroughly cleaned by Environmental Services.
 |
| **CLASS IV**[ ]  | **Engineering/Contractor Responsibilities during project:**1. ***In addition to the items contained in Class I and Class II***.
2. Submit ICRA to the Department of Epidemiology and obtain an infection control permit before construction/demolition begins.
3. In consultation with the Engineering Department, put controls or barriers into place to prevent spread of particles through HVAC system and contamination of duct system in the area where work is being performed.
4. Complete all critical barriers or use portable containment unit before demolition/construction begins. Throughout the work process, use appropriate barriers to control dust for type of work.
5. Maintain negative air pressure within work site utilizing HEPA equipped air filtration units.
6. Seal holes, pipes, conduits, and punctures appropriately.
7. Construct anteroom and require all personnel to pass through this room so they can be vacuumed using a HEPA vacuum cleaner before leaving work site or they can wear cloth or paper coveralls that are removed each time they leave the work site.
8. All personnel entering work site are required to wear shoe covers. Shoe covers must be changed each time the worker leaves the work area.
9. Place adhesive mat at entrance outside work area and carpet mat inside work area. Adhesive mats or carpet mats at barricade entrances and in the ante-room shall be kept clean and changed daily or more often as needed to prevent accumulation of dust.
10. Place carpet mat inside construction area at exit for workers to wipe off shoes before leaving work area.
 | 1. Any ceiling access panels opened for investigation beyond sealed areas shall be replaced immediately when unattended.
2. Wet mop with a hospital-approved disinfectant frequently to keep dust at a minimum.
3. Wet mop and/or vacuum with HEPA filtered vacuum before leaving work area.
4. Contain construction waste before transport in tightly covered containers, carts, or tightly closed impervious bags. Containers must be wiped down before leaving area.
5. Use only designated elevator and/or route through facility for transporting construction materials to and debris from the worksite.
6. Clean worksite thoroughly before removing construction barriers.
7. Remove isolation controls or barriers from HVAC system after work is completed.

**Engineering/Contractor Responsibilities at completion of project:**1. Maintain all barriers/enclosures as practical until final cleaning is complete and final inspection is complete.
2. Wipe down all horizontal surfaces using hospital-approved disinfectant.
3. Damp mop or extract floor with hospital-approved disinfectant.
4. If appropriate, vacuum all areas with HEPA filtered vacuum.
5. Clean HVAC system before closure is removed and operate system for 24 hours prior to final cleaning of job site.
6. Use HEPA filtered vacuum during removal of barriers as practical.
7. Once barriers are removed, the areas are to be thoroughly cleaned by Environmental Services.
 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Contractor/Project Work:** |  | **Sign:**  |  | **Date:**  |  |
| **Facility Representative:** |  | **Sing:** |  | **Date:** |  |