**Guidelines on NPC Prevention and Control for Residential Community**

1. **Residential Community Management**

1.Entrance Management

a. Body temperature check. Set up temperature monitoring spots equipped with infrared temperature scanner or hand-held thermometers at the entrances. Take temperature of the residents and visitors by staffs wearing disposable medical surgical masks(or other masks with higher level of protection).

b. Information inquiry. Inquire residents and visitors about travel and sojourn history outside Huzhou in recent 14 days.

c. Passing conditions. People with normal temperature (below 38℃ by infrared temperature scanner, or below 37.5℃ by hand-held thermometers) and without traveling outside Huzhou in recent 14 days are allowed to enter the community. Visitors should wear masks all through the time.

d. Abnormal condition response.

(1) If residents or visitors have symptoms of fever, ask them to visit the fever clinic with masks on and avoid taking public transportation.

(2) If residents or visitors have travelled outside Huzhou in recent 14 days, do a registration and report to the community authority.

**2. Sanitation management**

1. Cleaning

Keep the environment clean and clean up the trash in time. The used masks shall be handled according to the *Work plan on standardizing the disposal of used masks by residents during an epidemic (interim).*[Ref: Hufenleiban 2020 No.2 ].

1. Ventilation

Ventilation measures should be taken at least 3 times a day, 15 to 30 minutes each time in office, reading room, activity room and other public areas. Shutdown the central air conditioning.

1. Disinfection

Keep environment and objects clean and adopt preventive disinfection as the supplement. Avoid excessive disinfection. Be sure to clean and disinfect the place or objects any time get contaminated. People who are responsible for disinfection should wear labor suit, mask and waterproof gloves.

* Surface of objects:

Elevator, stair handrail, door handle, faucet, gate machine, entertainment and fitness facilities, public desks and chairs and other public parts should be wiped with disinfectant (250mg/L-500mg/L effective chlorine content), and be rinsed off after 30 minutes.

* Objects:

Clinical thermometers, fax machines, public phones and other precise instruments and valuables should be wiped with disinfecting wet wipes or 75% alcohol.

* Walls and floors:

Public areas like activity room and public washroom should be sprayed or mopped with disinfectant(250mg/L-500mg/L effective chlorine content).

1. **Office Management**

1. Front-line staffs should wear disposable medical surgical masks (or masks with higher level of protection) and suggest visitors to wear masks too.

2. Reduce the work in groups. If unavoidable, be sure to wear the mask, stay no less than 1 meter away from each other.

1. **Publicity and Education**
2. Popularize knowledge of NCP prevention and control among community residents through online group of residents and poster in elevator.
3. Suggest residents to ventilate regularly, wash hands frequently, avoid crowds, take exercise and develop good living habits.
4. Suggest residents to avoid crowded areas and wear masks if they have to go to these places.
5. Follow the official wechat account of <Huzhou Disease Control> and < Health Huzhou> to get the knowledge of NCP prevention and control.



 "Huzhou Disease Control" "Health Huzhou"

居民社区新型冠状病毒肺炎

预防控制指引

一、居民小区管理

**（一）小区入口管理**

1.测体温。在入口设置体温监测点，配备红外体温扫描仪或手持体温测量仪。工作人员戴一次性医用外科口罩，对业主和来访人员测量体温。

2.问询。询问业主和来访人员14天内市域外旅行史或居住史。

3.通行条件。体温正常（红外体温扫描仪<38℃，手持体温测量仪<37.5℃）且14天内无市域外旅行史或居住史的，予以放行。要求来访人员全程佩戴口罩。

4.异常情况处置

（1）发现业主或来访人员发热，劝其戴口罩，前往医院发热门诊就诊，避免乘坐公共交通。

（2）发现业主或来访人员14天内有市域外旅行史或居住史，登记并报告辖区社区居委会处理。

**（二）卫生管理**

1.保洁。保持环境卫生清洁，及时清理垃圾。使用过的口罩，按照《关于规范疫情期间居民废弃口罩处置的工作方案（暂行）》（湖分类办〔2020〕2号）处理。

2.通风。办公室、公共阅览室，活动室等公共区域，每日通风至少3次，每次15-30分钟。停用中央空调。

3.消毒。环境及物品以清洁为主，预防性消毒为辅，避免过度消毒，受到污染时随时进行清洁消毒。清洁消毒人员应穿工作衣，戴口罩、防水手套等。

（1）物体表面：电梯间、楼梯扶手、门把手、公共水龙头、入口闸机、娱乐健身设施及公共桌椅等公共部位，可使用有效氯含量为250mg/L-500mg/L的消毒液擦拭，作用30分钟后清水擦净。

（2）物品用品：体温仪、传真机及公用电话等精密贵重物品，可使用消毒湿巾或75%酒精擦拭。

（3）墙面地面：活动室、公共卫生间等公共场所，使用有效氯含量为250mg/L-500mg/L的消毒液喷洒或拖拭消毒。

二、办公管理

（一）窗口工作人员佩戴一次性医用外科口罩（或其他更高级别的口罩），劝导来访人员佩戴口罩。

（二）减少集中办公。确需多人集中办公，宜佩戴口罩，人与人之间应保持1米以上距离。

三、健康宣教

（一）利用业主群、电梯海报等方式在社区居民中宣传新型冠状病毒肺炎相关防控知识。

（二）倡导居民常通风、勤洗手、不扎堆、勤锻炼，养成良好的生活习惯。

（三）倡导居民少去人员密集的公共场所，如需前往必须佩戴口罩。

（四）关注“湖州疾控”和“健康湖州发布”微信公众号，获取疾病防控知识。



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