



Republic of the Philippines
Department of Health
OFFICE OF THE SECRETARY

April 4, 2020

DEPARTMENT MEMORANDUM

No. 2020 - 0162

TO: ALL UNDERSECRETARIES AND ASSISTANT SECRETARIES; DIRECTORS OF BUREAUS, SERVICES AND CENTERS FOR HEALTH DEVELOPMENT; MINISTER OF HEALTH – BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO; EXECUTIVE DIRECTORS OF SPECIALTY HOSPITALS AND NATIONAL NUTRITION COUNCIL; DIRECTOR GENERAL OF PHILIPPINE INSTITUTE OF TRADITIONAL MEDICINE AND ALTERNATIVE HEALTH CARE; CHIEFS OF MEDICAL CENTERS, HOSPITALS, SANITARIA AND INSTITUTES; PRESIDENT OF THE PHILIPPINE HEALTH INSURANCE CORPORATION; DIRECTORS OF PHILIPPINE NATIONAL AIDS COUNCIL SECRETARIAT AND TREATMENT AND REHABILITATION CENTERS AND ALL OTHERS CONCERNED

SUBJECT: Interim Guidelines on the Accommodation Arrangement for Health Workers during COVID-19 Health Emergency Response Period

I. BACKGROUND

On March 8, 2020, a State of Public Health Emergency was declared through Proclamation No. 922 s. 2020. This declaration would capacitate government agencies and Local Government Units to utilize appropriate resources to address the accelerating increase of Coronavirus Disease 2019 (COVID-19) cases, preventing serious disruption of the functioning of the government and the community, among others.

The National Capital Region was placed under “community quarantine” on March 14 then the entire island of Luzon was placed under “enhanced community quarantine” on March 16, which restricted the movement of the population with the exemption of health workers and other essential personnel. Other provinces followed suit. This posed challenges to health workers such as transportation to and from work, longer work hours, and the risk of exposing family members to COVID-19.

In order to ensure the safety of health workers, the continuity of health services, and the prevention of further transmission of the virus, the Department of Health (DOH) hereby issues these guidelines on the accommodation arrangement for health workers during COVID-19 health emergency response period.

II. OBJECTIVES

To provide guidance on the safe accommodation arrangement for health workers during COVID-19 health emergency response period.

III. SCOPE

This guideline shall cover all health facilities and temporary treatment and monitoring facilities during the COVID-19 health emergency response period.

IV. GENERAL GUIDELINES

- A. All health facilities and Temporary Treatment and Monitoring Facilities (TTMF) shall do the following:
1. Provide accommodation for their health workers during the COVID-19 health emergency response period regardless of employment status.
 2. Establish a system and process for availment of the accommodation.
 3. Set rules and regulations for accommodation arrangements to ensure the safety of their health workers.
 4. Ensure that the accommodation sites and health workers availing of the accommodation comply with the basic infection prevention and control measures.
 5. Ensure that food and transportation will be made available for those staying in these accommodations in accordance with existing guidelines.
- B. Accommodation may be provided through the use of health facility dormitories, converted health facility spaces as sleeping quarters, and arrangements with nearby hotels and other similar establishments.

V. SPECIFIC GUIDELINES

A. Accommodation Arrangement

Health facilities and Facility Manager of TTMF shall ensure that health workers will be provided an adequate resting/sleeping environment with the following features:

1. Acoustic and visual privacy;
2. Operational toilet and bath for personal hygiene; and
3. Space with windows or adequate lighting and ventilation in accordance with the National Building Code for lighting and ventilation requirement of 1/10th of floor area.

B. Basic Infection Prevention and Control Measures and Environmental Sanitation

All health facilities and TTMF shall comply with the following basic infection prevention and control measures in accordance with Department Memorandum No 2020-0057 *Interim Guidelines for 2019 Novel Coronavirus Acute Respiratory Disease (2019-nCoV ADRD) Response in Hotels and Other Similar Establishment*:

1. Designation of Disinfection Area

- a. For accommodation within the health facility or TTMF, an area prior to the entrance, preferably with an operational shower/toilet & bath, shall serve as the disinfection area.
- b. For accommodation located in a separate building/establishment, an area prior to entering the building or right after the entrance or

outside, preferably with an operational shower/toilet & bath shall serve as the disinfection area.

2. Respiratory Etiquette

- a. All health workers and all personnel of the accommodation sites shall follow the proper respiratory etiquette.
- b. Health facilities and TTMF shall have signages placed in strategic locations for proper respiratory etiquette. (See *Annex A*)

3. Hand Hygiene

- a. All health workers and personnel of accommodation sites shall practice proper hand hygiene at all times.
- b. Health facilities and TTMF shall ensure that supplies for hand hygiene (i.e., soap, water and alcohol-based hand rubs) are consistently available for use.
- c. Health facilities and TTMF shall have signages placed in strategic locations for hand hygiene technique. (See *Annex B*)

4. Social Distancing Measures

- a. Personnel from accommodation sites shall ensure that social distancing is maintained by the health workers. Health workers must maintain a distance of three (3) feet or one (1) meter away from each other.
- b. Health workers shall preferably be placed in individual rooms with individual toilets and showers. In cases where this arrangement is not feasible:
 - i. Beds shall be (3) feet or one (1) meter apart on all sides.
 - ii. Toilet/shower facilities must be disinfected after use.


5. Environmental Sanitation

- a. Existing maintenance and cleanliness protocols of the facilities shall be improved to follow infection control measures. This shall be followed at all times and monitored regularly.
- b. Frequently touched surfaces and objects such as doorknobs, desks, light switches, railings, touchpoints in elevators and the like must be cleaned on a more frequent schedule as established by the accommodation sites.
- c. Receptacles with a lid must be provided in each room and other areas of the accommodation.
- d. The accommodation sites must have a toilet and bath designated to serve as a decontamination area for health workers. Continuous water supply shall be ensured at all times. Used uniforms or clothing of health workers must be bagged and sealed tightly before transport for laundry.
- e. Cleaning materials, tools and equipment must be readily available for use especially when the rooms are vacated or areas become visibly soiled.
- f. Regular maintenance of the ventilation system to keep it clean and functioning properly.
- g. All surfaces and areas in the accommodation must be cleaned daily with detergent and water or household bleach (1 in 100 diluted household bleach solution). Routine cleaning protocols must be followed by the personnel of accommodation sites.

- h. Least agitation must be undertaken in the removal of used linen and other washable items to prevent contamination of the surrounding environment or person handling the linen. Routine laundry protocols must be followed by the accommodation sites.
- i. Wastes generated must be properly segregated and disposed of in accordance with the protocols established by accommodation sites.

All Local Government Units shall adopt and implement a similar strategy to address the safety concerns of all health workers under their jurisdiction.

For strict compliance.


FRANCISCO T. DUQUE III, MD, MSc
Secretary of Health

Annex A. Respiratory Etiquette

DOH HEALTH ADVISORY

TAMANG PAG UBO

Ugaliin ang mga sumusunod:

- 1** **LAGING MAGDALA NG PANYO O TISSUE**
- 2** **TAKPAN ANG BUONG ILONG AT BIBIG GAMIT ANG PANYO/ TISSUE**
- 3** **MAARING GAMITIN ANG MANGGAS O LOOB NG SIKO**
- 4** **LUMAYO SA MGA TAO KUNG BABAHING O UUBO**
- 5** **HUWAG DUMURA KUNG SAAN-SAAN**
- 6** **ITAPON ANG NAGAMIT NA TISSUE SA BASURAHAN**
- 7** **LAGING MAGHUGAS NG KAMAY**
- 8** **O GUMAMIT NG HAND SANITIZER O ALCOHOL**



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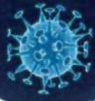


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Annex B. Proper Hand Hygiene

2019 NOVEL CORONAVIRUS Acute Respiratory Disease (2019-nCoV ARD)

HEALTH ADVISORY



Ang wasto at regular na paghuhugas ng kamay ay mabisang paraan upang makaiwas sa mga sakit. Ito ay makatutulong sa pagpigil ng pagkalat ng virus na nagdudulot ng sakit.

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TAMANG PARAAN NG PAGHUHUGAS NG KAMAY



Basain ng tubig ang mga kamay at sabunin.



Sabunin ang mga palad.



Sabunin ang likod ng mga kamay.



Kuskusin ang mga pagitan ng daliri.



Kuskusin ang mga kuko.



Kuskusin ang pagitan ng mga hinlalaki.



Kuskusin ng paikot ang mga dulo ng mga daliri sa magkabilang palad.



Banlawang mabuti sa malinis na tubig at patuyuin ang mga kamay gamit ang single-use towel.

Makipag-ugnayan sa pinakamalapit na health facility para sa karagdagang impormasyon.

