

Being COVID Safe in the RCH Fleet



In order to remain COVID safe in the RCH fleet, please ensure the following precautions are followed.

- The use of general pool cars for non-patient contact use are to be minimised.
- Social distancing is to be maintained with a limit of 2 passengers in a 5 seat vehicle and passengers are to be seated in the back diagonally behind the driver.
- Air conditioning is to be set to fresh air intake, not recycled air and where practicable windows should be open.
- Masks are always worn by drivers and passengers. All vehicles are supplied with adequate stock of disposable gloves, alcohol based wipes, hand sanitiser and waste bags for disposal of these. Staff are to complete regular checks to ensure adequate vehicle stock. Staff to request additional replenishment requirements upon returning the keys.
- Before and after each trip the driver:
 1. Wipes down all high touch areas of the vehicle including door handles, steering wheel, dashboard, touchscreen, gear stick, window controls, centre console, indicator/wiper controls, seat, rear view mirror and keys.
 2. Where devices such as mobile phones laptops and duress devices are provided, these are cleaned and disinfected after each use as per RCH guideline titled 2019 Novel Coronavirus (COVID-19) version 28.
 3. Staff plan trips to ensure there is sufficient time to clean the vehicle at the commencement and completion of the journey.
- At the end of the journey staff dispose of waste appropriately, in the bag provided.
- Disposal of PPE is undertaken as per ICP guidelines. Yellow waste disposal bags are available within the boot of all RCH fleet vehicles, waste is placed in these bags at the end of each patient visit and appropriately disposed of upon return to RCH.
- Standard regular cleaning, internally and externally by professional vehicle cleaners Ecolux & magic Hand Car Wash occurs as per existing vehicle schedules.
- Where a suspected or confirmed COVID-19 case has been transported in the vehicle or member of staff has been exposed to a suspected or confirmed COVID-19 case while using an RCH fleet, the vehicle will be removed from the available pool and from the SmarTrak system for booking purposes. A decontamination deep clean will be completed by specialist vehicle cleaners and IPC approval obtained prior to the vehicle being made available for use again.