

Infection Prevention and Control Manual

Category:	Infection Prevention and Control	Policy Number:	SHN-IPAC-016
Subject:	Construction, Renovation and Maintenance	Date:	2025/03
Issued By:	Vice President Patient Services	Revision Date (s):	2022/05, 2021/08, 2019/12
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PURPOSE:

All construction, renovation, and maintenance activities are to be assessed for any infection risks to prevent healthcare-associated infections associated with dust particles potentially contaminated with disease-causing microorganisms.

POLICY STATEMENT:

Capital Projects and the Facilities department will advise Infection Prevention and Control (IPAC) of scheduled construction, renovation, or maintenance projects. A work permit request shall be sent to IPAC as early as possible before the project start date (See Appendix A).

A risk assessment will be completed by IPAC in collaboration with the Facilities department or Capital Projects, the unit manager or delegate, or a multidisciplinary team to assess all possible risks to Scarborough Health Network patients, visitors and staff (See Appendix B).

IPAC will review and sign off all construction and renovation projects meeting class III and IV of Risk Assessment Criteria before work can begin (See Appendix C).

SHN policies and procedures Manual shall be part of contract documents to contractor(s) bidding on contracts or responding to requests for proposals (RFP).

The Project Coordinator/Manager will be required to ensure the contractors/sub-contractors follow the requirements of the work permit.

IPAC may at any time reassess the risks related to a project by way of daily inspections and request a stop work order and a review of the project requirements by the multidisciplinary team if the requirements are not being met or found to be inadequate.

If required to work in an active patient room or area, all Contractors, Subcontractors and their agents are required to check-in at the nursing station before or upon entering the work area for the purpose of allowing nursing staff the opportunity to outline any additional precautions or Personal Protective Equipment (part of contract documentation at tender) that must be taken in consultation with IPAC.

PROCEDURE:

Procedure before Construction/ Renovation/ Maintenance Activities

1. Work permit request with proposed activity forwarded to IPAC for review (See Appendix A).
2. The Project Coordinator/Facilities Manager and/or Project team shall meet to review work area, schedules, population at risk, and any necessary infection control preventative measures as determined by the risk assessment and risk matrix outlined in the Work Permit (See Appendix B, C, and D).

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3. IPAC will provide approval for work to begin by forwarding a signed copy of the Work Permit to the Project Coordinator/Facilities Manager and or Project team (See Appendix A).
4. The Project Coordinator/ Facilities Manager shall post the Work Permit for the purpose of informing the contractors of the infection control measures that are to be followed.
5. IPAC shall perform an inspection before work is to begin to verify that the appropriate infection control preventative measures are in place (See Appendix D).
6. The Project Coordinator/Facilities Manager shall ensure that the contractors follow all requirements outlined in the Work Permit.

Procedure during Construction/ Renovation/ Maintenance Activities

1. The contractor will be required to meet with the Project Manager/Facilities Manager or Project team to review work areas, schedules, and infection control preventative measures as outlined in the work permit.
2. The contractor shall follow the work permit requirements (See Appendix A).
3. IPAC will assess the risks related to the project through daily inspections of the work site to monitor the implementation of the recommended infection control preventative measures and compliance with the recommended infection control preventative measures (See Appendix E).
4. Any observation or suspicion of non-compliance with the recommended infection control preventative measures will be reported to the Project Coordinator /Facilities Manager to be rectified within 24 hours of reporting.
5. Non-compliance issues with the recommended infection control preventative measures will result in a stop work order issued by the Infection Control Practitioner (ICP)/Project Coordinator (PC)/Facilities Manager (FM).
6. Construction activity will resume only after re-inspection by ICP/PC/FM and the issue of an "All Clear" notice (shall be posted outside the work area).

Procedure Post- Construction/ Renovation/ Maintenance Activities

1. After completion of the construction/renovation/maintenance project and before dust containment barriers are removed, the work site must be cleaned with a HEPA-filtered vacuum and disinfected with a hospital-approved disinfectant using a wet mop.
2. The Project Coordinator/Facilities Manager shall coordinate with Environmental Services/ Support Services to clean and disinfect the area. IPAC to review the area post-construction cleaning while construction hoarding is in place.
3. A pre-occupancy walk-about by IPAC and the Project team representative(s) shall be done to ensure the area is ready for occupancy.

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Appendix:

- A. Construction and Renovations IPAC Work Permit
- B. Risk Assessment Form Construction Activity
- C. Population Risk Groups and Geographical Areas
- D. Preventative Measure Analysis
- E. Risk Matrix Minimum Values Checklists – pre-construction, during construction, post-construction

DEFINITIONS:

Construction /Renovation activities – All facility activities that disturb or modify facility structures and systems.

Contractor/Subcontractor - A person who undertakes a construction or renovation project for an owner.

Project Team- A multidisciplinary team which may include some or all of the following: Facilities/maintenance management or delegate, engineers, architects, contractors, subcontractors, environmental services, unit/department manager or delegate, infection control practitioner, and Occupational Health and Safety.

Micro-organism- Minute organism that cannot be seen by the unaided human eye.

REFERENCES:

Canadian Standards Association. CAN/Z317.13-22. Infection Control during Construction, Renovation, and Maintenance of Health Care Facilities, Mississauga, CSA, 2018.

Public Health Agency of Canada. Construction-related Nosocomial Infections in Patients in Health Care Facilities. Canada Communicable Disease Report, 27S2 (Suppl.). Ottawa: Health Canada, July 2001.

REVIEWED BY:

Infection Prevention and Control Committee (2024/06)
Facilities (2025/02)
Capital Projects (2025/02)

APPROVED BY:

Nursing Professional Practice Committee (2024/09)
Professional Advisory Committee (2025/03)

KEY WORDS FOR SEARCH:

Construction, renovations, IPAC, contractors

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APPENDIX A: SHN – Construction and Renovations IPAC Work Permit

Permit requested by:		Date:	
Location of Construction/Renovation:		Project Start Date:	
Project Coordinator:		Estimated Duration:	
Capital/ Facilities Project:		Project Manager number:	
YES	CONSTRUCTION ACTIVITY	YES	INFECTION CONTROL RISK GROUP
	Type A: Inspection, non-invasive activity		Group 1: Low Risk
	Type B: Small scale, short duration, and minimal dust generating activities		Group 2: Medium Risk
	Type C: Activity generates moderate-high levels of dust, requires more than one work shift to complete		Group 3: Medium/High Risk
	Type D: Activity generating high levels of dust, major demolition and construction activities requiring consecutive work shifts to complete		Group 4: Highest Risk
CLASS I	Date:	Dust Control <ul style="list-style-type: none"> • Immediately replace tiles displaced for visual inspection • Vacuum work area if there is visible dust Plumbing Activities <ul style="list-style-type: none"> • Schedule water interruptions during low activity (e.g. evenings if at all possible) • Flush water lines prior to reuse • Observe for discolored water • Ensure water temperature meets the standards set by the health care facility • Maintain as dry an environment as possible and report any water leaks that occur to walls and substructures 	
	Initials:		
CLASS II	Date:	Dust Control <ul style="list-style-type: none"> • Wet mop and/or vacuum with HEPA filtered vacuum as necessary • Use drop sheets to control dust • Water mist work surfaces while cutting • Seal windows and unused doors with duct tape • Seal air vents in construction/renovation area • Place dust mat at entrance to and exit from work areas Ventilation <ul style="list-style-type: none"> • Disable the ventilation system in the construction/renovation area until the project is complete- • Monitor need to change and/or clean filters in construction or renovation area Debris Removal & Cleanup <ul style="list-style-type: none"> • Contain debris in covered containers or cover with a moistened sheet before transporting for disposal Plumbing Activities <ul style="list-style-type: none"> • Schedule water interruptions during low activity (e.g. evenings if at all possible) • Flush water lines prior to reuse • Observe for discolored water • Ensure water temperature meets the standards set by the health care facility • Maintain as dry an environment as possible and report any water leaks that occur to walls and substructures 	
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CLASS III	Date:	Dust Control <ul style="list-style-type: none"> Erect an impermeable dust barrier from true ceiling (includes area above false ceilings) to the floor consisting of 2 layers of 6 mil fire-retardant polyethylene and gypsum wallboard protection approved by the multidisciplinary team. Ensure that negative air units are functioning properly and that the HEPA filters are changed regularly –provide documentation
	Initials:	<ul style="list-style-type: none"> Ensure that windows, doors, plumbing penetrations, electrical outlets and intake and exhaust vents are properly sealed with plastic and duct taped within the construction/renovation area Vacuum air ducts and spaces above ceilings if necessary Do not remove dust barrier until the project is complete and the area has been cleaned thoroughly and inspected Remove dust barrier carefully to minimize spreading dust and other debris particles associated with the construction project Ventilation <ul style="list-style-type: none"> Maintain negative pressure within construction zone by using portable HEPA equipped air filtration units Ensure air is exhausted directly outside and away from intake vents or filtered through a HEPA filter before being re-circulated Ensure ventilation system is functioning properly and is cleaned if contaminated by soil or dust after construction or renovation project is complete Debris Removal & Cleanup <ul style="list-style-type: none"> Remove debris at the end of the work day whenever possible Vacuum work area with HEPA filtered vacuums daily or more frequently if needed Contain debris in covered containers or cover with a moistened sheet before transporting for disposal Plumbing Activities <ul style="list-style-type: none"> Flush water lines at construction or renovation site and adjacent patient care areas before patients are readmitted Schedule water interruptions during low activity (e.g. evenings if at all possible) Flush water lines prior to reuse; observe for discoloured water Ensure water temperature meets the standards set by the health care facility Maintain as dry an environment as possible and report any water leaks that occur to walls and substructures

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CLASS IV	Date:	Dust Control <ul style="list-style-type: none"> • Before starting the construction project erect an impermeable dust barrier that also has an anteroom • Place a walk-off mat outside the anteroom in patient care areas and inside the anteroom to trap dust from the workers' shoes, equipment and debris that leaves the construction zone • Ensure that construction workers leave the construction zone through the anteroom so they can be vacuumed with a HEPA filtered vacuum cleaner before leaving the work site; or that they wear cloth or paper coveralls that are removed each time they leave the work site • Direct all personnel entering the construction zone to wear shoe covers • Ensure that construction workers change the shoe covers each time they leave the work site • Repair holes in walls within 8 hours or seal them temporarily • Wet mop with hospital grade disinfectant • Do not remove dust barrier until the project is complete and the area has been cleaned thoroughly and inspected • Remove dust barrier carefully to minimize spreading dust and other debris particles associated with the construction project • Ensure that windows, doors, plumbing penetrations, electrical outlets and intake and exhaust vents are properly sealed with plastic and duct taped within the construction/renovation area • Vacuum air ducts and spaces above ceilings if necessary Ventilation <ul style="list-style-type: none"> • Ensure negative pressure is maintained within the anteroom and construction zone • Ensure that negative air units are functioning properly and that the HEPA filters are changed regularly – provide documentation • Ensure ventilation systems are working properly in adjacent areas • Review ventilation system requirements in the construction area with ICP to ensure system is appropriate and is functioning properly Debris Removal & Cleanup <ul style="list-style-type: none"> • Remove debris at the end of the work day • Vacuum work area with HEPA filtered vacuums daily or more frequently if needed • Contain debris in covered containers or cover with a moistened sheet before transporting for disposal Evaluation <ul style="list-style-type: none"> • Review infection control measures with other members of the planning team or delegate to evaluate their effectiveness and identify problems at the end of the construction project Plumbing Activities <ul style="list-style-type: none"> • Flush water lines at construction or renovation site and adjacent patient care areas before patients are readmitted • Schedule water interruptions during low activity (e.g. evenings if at all possible) • Flush water lines prior to reuse • Observe for discoloured water • Ensure water temperature meets the standards set by the health care facility • Maintain as dry an environment as possible and report any water leaks that occur to walls and substructures
	Initials:	
Scope of Work To be Done – (This area is to be filled in by the Contractor)		

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Additional Requirements (This area is to be filled in by infection Control)	Please follow all Class X Preventative measures in addition to the following:	
Permit Issued by: Project Coordinator/Delegate or Facilities Manager/Delegate Date:	Permit Approved by: Manager / Delegate, Infection Prevention and Control: Date:	

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APPENDIX B: Risk Assessment Form and Construction Activity Description

RISK ASSESSMENT FORM					
Risk Class: _____ (complete table below by referring to Part A and Part B below, then determine risk class from matrix)					
Yes	No	Construction Activity (See part A)	Yes	No	Population Risk Group (See part B)
		Type A: inspection, non-invasive activities			Group 1: Lowest Risk
		Type B: Small scale, short duration activities that create minimal dust			Group 2: Medium Risk
		Type C: Activities that generate moderate to high levels of dust, require removal of fixed facility component or assembly, or cannot be completed in a single work shift			Group 3: Medium to High Risk
		Type D: Activities that generate high levels of dust, and heavy demolition and construction activities requiring consecutive work shifts to complete			Group 4: Highest Risk

CONSTRUCTION ACTIVITY DESCRIPTION	
Construction activity type	DESCRIPTION
Type A	<p>Inspection and non-invasive activities. These include, but are not limited to, activities that involve a single controlled opening in a wall or ceiling within a single defined space for visual inspection, that is accessed by</p> <ul style="list-style-type: none"> a) removing no more than one ceiling tile; or b) opening of an access panel on a wall or ceiling. <p>Note: A single defined space refers to a continuous series of walls that extend the full height to the underside of the deck above. This definition is to ensure that multiple ceiling tiles within one area are not removed, above ceiling investigations are contained, and dust disturbance is minimized. Any existing holes or penetrations observed in the continuous series of walls shall be reported back to the MDT. A plan should be in place to deal with any existing holes or penetrations observed above the ceiling.</p> <p>Minor plumbing work that disrupts the water supply to a single fixture in a localized area (i.e., one room) for a short duration (e.g., less than 1 h).</p>

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Type B	<p>Small-scale, short-duration (e.g., less than 2 h) activities that create minimal dust. These include, but are not limited to,</p> <ul style="list-style-type: none"> a) activities involving access to and use of chase spaces; b) cutting a small opening in a contained space where dust migration can be controlled, e.g., cutting of walls or ceilings to provide an access point for installing or repairing minor electrical work, ventilation components, telephone wires, or computer cables; and c) sanding or repair of a small area of a wall. <p>Plumbing work that disrupts the water supply of up to three fixtures for a short duration (e.g., less than 1 h) or one fixture for 1 h or more.</p>
Type C	<p>Activities that generate a moderate to high level of dust, cause a moderate service disruption, require demolition, require removal of a fixed facility component (e.g., a sink) or assembly (e.g., a countertop or cupboard), and can be completed in a single or contiguous work shifts.* These include, but are not limited to,</p> <ul style="list-style-type: none"> a) activities that require sanding of a wall in preparation for painting or wall covering; b) removal of floor coverings, ceiling tiles, and casework; c) new wall construction; d) minor ductwork; e) electrical work above ceilings; and f) major cabling activities. <p>Plumbing work that disrupts the water supply of more than three fixtures for a short duration (e.g., less than 1 h).</p>
Type D	<p>Activities that generate high levels of dust, activities that necessitate significant service disruptions, and heavy demolition and construction activities requiring consecutive work shifts to complete. These include, but are not limited to,</p> <ul style="list-style-type: none"> a) soil excavation; b) new construction that requires consecutive work shifts to complete; or c) activities that involve heavy demolition or removal of a complete cabling system. <p>Plumbing work that disrupts the water supply of more than three fixtures for 1 h or more.</p>

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APPENDIX C: Population Risk Groups and Geographical Areas

Population risk group	Typical areas
Group 1 Lowest risk	Office areas (I.e., non-clinical) Decanted patient care units (i.e., shell or decommissioned space) Transient public areas (I.e., areas of passthrough) not intersecting a patient care area Laundry and soiled linen sorting or storage areas Loading dock (main area) Physical plant workshops Housekeeping rooms and closets
Group 2 Medium risk	Patient care areas, unless listed in Group 3 or Group 4 Outpatient clinics (except oncology and surgery) Unoccupied patient care units (e.g., ambulatory care units during off-hours, decanted spaces that still house equipment in use) Admission and discharge units Autopsy and morgue Occupational therapy and physical therapy areas remote from patient care areas
Group 3 Medium to high risk	Emergency (except trauma rooms) Diagnostic Imaging Labour and birthing rooms (without operating room capability) Nurseries for healthy newborns Nuclear medicine Hydrotherapy Echocardiography Laboratories General medical and surgical wards or units (includes all areas including soiled and clean utility rooms) Pediatric units

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Population risk group	Typical areas
Group 3 Medium to high risk	<p>Long-term care units</p> <p>Food preparations, serving, and dining areas</p> <p>Respiratory therapy</p> <p>Clean linen handling and storage areas</p> <p>Supply / material management handling and storage (e.g. central stores)</p>
Group 4 Highest risk	<p>Intensive care units (ICU, PICU, NICU, etc.)</p> <p>Operating rooms (including prep, induction, post-anaesthetic care unit (PACU), and scrub areas)</p> <p>Anaesthesia storage areas and workrooms</p> <p>Oncology units and outpatient clinics</p> <p>Transplant units and outpatient clinics</p> <p>Inpatient units and outpatient clinics for patients with AIDS or other immunodeficiency diseases</p> <p>Dialysis units</p> <p>Critical care nurseries</p> <p>Labour and delivery operating rooms</p> <p>Interventional or high risk diagnostic imaging, e.g.,</p> <p>Cardiac catheterization and angiography</p> <p>Interventional radiology</p> <p>Endoscopy</p> <p>Bronchoscopy</p> <p>Cystoscopy</p>

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Population risk group	Typical areas
Group 4 Highest risk	<p>Cardiovascular and cardiology patient areas</p> <p>Pharmacy admixture rooms</p> <p>Medical device reprocessing areas (wherever located), including sterile supply storage</p> <p>Clean and sterile storage located in patient care areas</p> <p>Burn care units</p> <p>Animal rooms</p> <p>Trauma rooms</p> <p>Protective isolation rooms</p> <p>Tissue culture laboratories</p> <p>Pacemaker insertion rooms</p> <p>Dental procedure room</p>

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APPENDIX D: Preventive measures analysis – Risk Matrix Minimum values

Population risk group	Construction activity type			
	Type A	Type B	Type C	Type D
Group 1	I	II*	II	III
Group 2	II	II	III	IV
Group 3	II	III*	III	IV
Group 4	II	III*	IV	IV

Denotes where a lower level might be used in accordance with Ceiling access for investigation and minor work in CSA Z317.13.22

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APPENDIX E: Checklists – Pre-Construction, During Construction, Post-Construction

Infection Prevention and Control Inspection Checklist Before Construction/Renovation

Project Manager:

Project Location:

Inspection Date and Time:

Inspected By:

Barriers	Compliance (Yes/ No/N/A)	Comments	Action Taken
Construction Signs are posted			
Work permit posted			
Unused doors properly closed and sealed			
Barrier intact and sealed appropriately			
Evidence of an anteroom built inside impermeable barrier, if applicable			
Holes, pipes, conduits, and punctures sealed			
Air Handling			
Ventilation system is turned off, if applicable			
All windows closed behind barrier			
Documented evidence of certified Negative air unit, if applicable			
Project Area			
Windows and unused doors sealed with duct tape			
Seal air vents in construction/renovation areas			
Walk-off sticky mats or dust mats located at entrance and exits of construction area			

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Infection Prevention and Control Inspection Checklist During Construction/Renovation contd.

Project Manager:

Project location:

Inspection Date and Time:

Inspected By:

Barriers	Compliance (Yes/ No/ N/A)	Comments	Action Taken
Construction Signs are posted			
Work Permit posted			
Barrier intact and sealed appropriately			
Holes, pipes, conduits, and punctures sealed			
Barriers in place when ceiling tiles removed			
Air Handling			
Evidence that Negative air HEPA-filtered exhaust machine running or HEPA-filtered vacuum being used			
Documentation of daily negative pressure differentials maintained b/w (5-10Pa)/ (0.02-0.04) water column			
Documentation of air quality monitoring within the work site and adjacent , if applicable			
Traffic Control			
Evidence that construction workers are using designated traffic route from construction /renovation site			

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Approved By:	Professional Advisory Committee	Page:	Page 16 of 17
Rescinded Policies:	3.10.16		

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Infection Prevention and Control Inspection Checklist During Construction/Renovation contd.

Project Manager:

Project location:

Inspection Date and Time:

Inspected By:

Dust Control	Compliance (Yes/ No/N/A)	Comments	Action Taken
Construction entry and adjacent areas free of dust and debris			
Furniture/equipment covered during overhead work			
Use of drops sheets in work area and or water misting of work surfaces, if applicable			
Workers shoes/clothes HEPA vacuumed prior to leaving work area			
Walk-off sticky mats located at entrance and exits of construction area			
Debris Removal & Cleanup			
Contain debris in tightly covered container, taped sheets or cover with a moistened sheet before transporting			

ADDITIONAL COMMENTS:

Infection Prevention and Control Manual

Category:	Infection Prevention and Control	Policy Number:	SHN-IPAC-016
Subject:	Construction, Renovation and Maintenance	Date:	2025/03
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Infection Prevention and Control Inspection Checklist Post- Construction/Renovation

Project Manager:

Project Location:

Inspection Date and Time:

Inspected By:

Barriers	Compliance (Yes/ No/N/A)	Comments	Action Taken
Project Area			
Evidence that housekeeping performed final cleaning and disinfection of area			
Ensure ceiling tiles are present and in place			
Air Handling			
Ensure ventilation system is clean and disinfected if it was contaminated during construction			
Ensure appropriate positive or negative air flow within area if applicable.			
Plumbing			
Check for discolored water or leaks.			
Ensure plumbing system drained and permanently capped if dead legs can't be removed after plumbing fixture removals.			

ADDITIONAL COMMENTS: