

**PURPOSE**: To establish accountability and requirements for the *Infection Control Risk* Assessment (ICRA) and Permitting Process for construction, renovation, maintenance and repair activities.

## I. POLICY

- A. **Activities requiring** the ICRA and Permitting Process:
  - All construction, renovation, repairs, inspections above ceiling, maintenance, and demolition activities in critical care and sterile procedure areas (e.g., critical care units, transplant units, nurseries, bone marrow transplant units, surgical areas including C-section rooms, cardiac catheter laboratories, interventional radiology, endoscopy procedure rooms, central processing departments, food & nutrition services, pathology laboratory and pharmacy).
  - 2. Construction, renovation, repair and demolition activities which have the *potential for generating dust or moisture* irrespective of project scope or timeline.
  - 3. Exposure of ceiling spaces for installation of conduits, cabling, wiring or repair to HVAC and other utility systems.
  - 4. Demolition or repair of walls, wallboards, plaster, ceramic tiles, ceiling tiles, ceilings.
  - 5. Disruption (>4 Hours) or repair to HVAC system including disruptions resulting from routine maintenance activities.
  - 6. Removal of flooring, carpeting, windows, casework.
  - 7. Repair or remediation of water damage.
  - 8. Mold remediation procedures.
  - 9. Demolition, construction or repair of elevator shafts.
  - 10. Any project which requires cutting of building materials or sanding (dry or wet) in patient care areas.
- B. Activities exempted from the ICRA and Permitting Process:
  - 1. Routine maintenance activities that do not generate dust (i.e., repair of thermostats, door hinges and locks, small equipment).
  - Removal of ceiling tile for INSPECTION ONLY which is limited to 1 tile per 50 square feet at a single time, outside critical care/sterile procedure areas. Note: Anyone entering the above ceiling space must be aware of plenum return air handler units prior to conducting above ceiling investigations. A mobile cubicle should be used in these instances.
  - 3. Disruption (<4 Hours) or repair to HVAC system including disruptions resulting from routine maintenance activities does not require a permit but does require notification.
  - 4. Painting and placement of wall covering.
  - 5. Electrical trim work where dust and debris can be quickly captured and contained (using capture bags or HEPA porta-vacuums).

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- 6. Minor plumbing repairs limited to adjustments ONLY in the occupied space.
- 7. Administrative space (commercial offices), general medical offices (non-invasive), 3<sup>rd</sup> party physician tenant offices, and similar environments.
- C. New construction, renovation, demolition maintenance and repair will be planned and managed in a manner that minimizes dust from entering patient care areas.
- D. A project planning group will be established for each project and will have the responsibility to confirm that all necessary precautions are taken and continuously enforced.
- E. The type of construction and patient risk group are used to determine the class of precautions that are required. (See Attachment A: ICRA Matrix)
- F. Prior to work starting on any ICRA Class 3 or 4 projects, the project planning group may need to collaborate as early as possible during the planning phase to evaluate the potential impacts of the work and to ensure the scope of the work is reasonably defined based on the complexity of the project.
- G. The project's planning group will be comprised of the necessary and appropriate staff from FD&C, Engineering, Infection Prevention (IP) and/or designee, Environmental Health and Safety (EH&S), contractors and their subcontractors, and a representative from the area impacted by the work site (e.g., RN managers).
- H. The IP and/or designee will define and identify special precautions, which must be adhered to during construction, remodeling, demolition maintenance and repair prior to the start of any construction, alterations, remodeling or physical repairs.
- I. If work is suspended for Class 3 or 4, a follow up phone call, voicemail message or e-mail alerting the IP and/or designee and EH&S will occur after the emergent situation is handled.
- J. Any amendment to a previously authorized permit must be approved and documented by IP and/or designee.
- K. Non-compliance with infection control procedures may lead to work stoppage and/ or removal of personnel.
- L. Ongoing monitoring for compliance with infection control permit procedures is required and will be documented by engineering department personnel.
- M. All contracts for service, maintenance, repair and construction must include an agreement to adhere to the required infection control practices, Scripps health screening and ICRA training LMS module
- N. Infection Prevention may modify procedures of this policy for special circumstances on a case-by-case basis.

## II. RESPONSIBILITIES

## A. FD&C and/or Facilities Project Manager/Engineering

- 1. Coordinate meetings with the project planning group.
- 2. Validate discussions about the ICRA occur by having the responsible personnel present at meetings for projects with potential ICRA Class 3 and 4 requirements.
- 3. Primary contact to receive construction reports and relay findings to the appropriate Facilities and Construction staff.
- 4. Primary contact for staff in the departments being impacted by the project, for any questions and concerns.

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- 5. Initiate the ICRA permit and validate that information on the ICRA is complete and accurate.
- 6. Confirm that an ICRA is approved and posted prior to commencing work.
- 7. Confirm that all ICRA information and dates are current.
- 8. Request ICRA extension before the due date.
- 9. Notify the project planning group of any change in project scope so the ICRA can be re-assessed.
- 10. Provide oversight of project and keep copies of approved ICRAs and all other pertinent documentation for the project.
- 11. Suspend project if there is an infection risk, loss of containment or noncompliance with infection control policies. And take immediate action to correct all deficiencies.
- 12. A record of all approved ICRAs will be maintained for a period of 3 years

# B. Visual Inspections Rounding for ICRA Levels III & IV Engineering and or Designee.

Conduct periodic (at least daily) visual inspections of all construction barriers and record findings on Attachment D or an equivalent electronic method.

#### C. Infection Prevention

- 1. The IP and/or designee will be a member of the project planning group.
- 2. Participate in pre-construction meetings, standing meetings during the project and post-construction meetings as necessary to ensure compliance with this policy.
- 3. The IP and/or designee will assess all proposed work for Class 3 and 4 projects and modify/approve ICRA permit.
- 4. Suspend project if there is an infection risk, loss of containment or noncompliance with infection control policies. And take immediate action to correct all deficiencies.

#### A. FD&C and/or Facilities Project Manager/Engineering/IP

- 1. Validate that prior to beginning work, all workers on site are cleared by Employee Health (refer to Scripps policy Access to Patient Care Facilities, Non-Employee Requirements For, S-FW-EC-1157) and complete ICRA training via the LMS module.
  - a. Training is a required prerequisite for obtaining contractor identification.
  - b. Certificates of completion are submitted to the Contractor Clearance Center.
- 2. Validate that all workers have proper clearance and are issued the correct identification. Badges must be properly displayed when construction staff are on Scripps property.
- 3. Post any required signs or permits on the construction barrier
- 4. Coordinate the work of all construction personnel to monitor that all staff follow the requirements of the ICRA.
- IV. PROCEDURES (Refer to Attachment A: ICRA Matrix)

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## V. RELATED PRACTICE DOCUMENTS

- A. Access To Patient Care Facilities, Non-Employee Requirements For; S-FW-EC-1157
- B. Badge, Identification and Access; S-FW-EC-2003
- C. Interim Life Safety Measures (ILSM); <u>S-FW-EC-5002</u>
- D. Water Intrusion Response, Standard Work; S-FW-EC-0193SW

## VI. ATTACHMENTS

- A. Infection Control Risk Assessment (ICRA) Matrix
- B. ICRA Permit
- C. Required Barrier Containment & Negative Pressure Requirements Synopsis
- D. ICRA Rounds Checklist

## VII. REFERENCES

- A. The American Institute of Architects (AIA) Academy of Architecture for Health Guidelines for Design and Construction of Hospitals and Health Care Facilities.
- B. Centers for Disease Control and Prevention. Guidelines for Environmental Infection Control in Health-Care Facilities, MMWR 52 (RR10) Current edition. <u>http://www.cdc.gov/hicpac/pubs.html</u>
- C. Infection Prevention Manual for Construction & Renovation, APIC. current edition.
- D. ECRI Institute. Infection Control Risk Assessment for Healthcare Construction Activities, Current edition.

### VIII. SUPERSEDED

Infection Control Risk Assessment and Permitting Process for Construction, Renovation, Repair, Maintenance and Demolition Activities; S-FW-IC-0013, 06/20

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Document Chronology					
ORIGINAL: 09/13 REVISED: 03/17, 07/19, 06/20, 05/22 REVIEWED:					
		DEVELOPMENT SUMM	ARY		
05/22 Revised: Updated	attac	hment A Matrix to 2.0 to mat	ch ASHE. E	dits attachme	nts B-D
		Development Workgro	up		
Representation		Member Name	Mer	nber Title/Dis	cipline
Owner/ Workgroup Lead	der	Lisa Kilgore	Dir., Epider	niology	
SHAS Representative		Lisa Kilgore	Dir., Epider	niology	
Encinitas Representativ	e	Kai Bryant	Mgr., Epide	emiology	
Green Representative Elizabeth Jefferson Mgr., Epidemiology			emiology	ology	
La Jolla Representative		Lisa Kilgore	Dir., Epidemiology		
Mercy Representative         Tamara Hayes         Dir., Epidemiology					
SMF Representative		Dayna Snyder	Clinical Ris	k Specialist	
Engineering Representative		Raydel Gomez	Sr. Dir., Facilities/Support Ops		Ops
FD&C Representative		Sasan Asadyari	Dir., Construction		
		ENDORSEMENTS and APP	ROVALS		
Function	Function Chair Name/Title/Position Dates			Dates	
Executive Sponsor		Tina Pickett, AVP/Facilities & Support Operations			05/17/22
Environmental Health & Safety Committee		Steve Peterson, Sr. Dir., Facilities/Support Operations 05/13/22			05/13/22
			03/18/22		

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## **Infection Control Risk Assessment**

## Matrix of Precautions for Construction, Renovation and Operations

Step One:

Using Table 1, identify the Construction Project Activity Type (A-D).

## Table 1 - Construction Project Activity Type:

	Inspection and non-invasive activities. Includes but is not limited to:
Туре А	<ul> <li>Removal of ceiling tile for visual inspection-limited to 1 tile per 50 square feet with limited exposure time.</li> </ul>
	• Limited building system maintenance (e.g., pneumatic tube station, HVAC system, fire suppression system, electrical and carpentry work to include painting without sanding) that does not create dust or debris.
	Clean plumbing activity limited in nature.
	Small-scale, short duration activities that create minimal dust a/nd debris.
	Includes but is not limited to:
Туре В	<ul> <li>Work conducted above the ceiling (e.g., prolonged inspection or repair of firewalls and barriers, installation of conduit and/or cabling, and access to mechanical and/or electrical chase spaces).</li> </ul>
	Fan shutdown/startup.
	<ul> <li>Installation of electrical devices or new flooring that produces minimal dust and debris.</li> <li>The removal of drywall where minimal dust and debris is created.</li> </ul>
	<ul> <li>Controlled sanding activities (e.g., wet or dry sanding) that produce minimal dust and debris.</li> </ul>
	Large-scale, longer duration activities that create a moderate amount of dust and debris.
	Includes but is not limited to:
	Removal of preexisting floor covering, walls, case work or other building components.
Туре С	New drywall placement.
	Renovation work in a single room.
	<ul> <li>Non existing cable pathway or invasive electrical work above ceilings.</li> </ul>
	• The removal of drywall where a moderate amount of dust and debris is created.
	<ul> <li>Dry sanding where a moderate amount of dust and debris is created.</li> </ul>
	Work creating significant vibration and/or noise.
	<ul> <li>Any activity that cannot be completed in a single work shift.</li> </ul>
	Major demolition and construction activities.
	Includes but is not limited to:
Type D	<ul> <li>Removal or replacement of building system component(s).</li> </ul>
	Removal/installation of drywall partitions.
	Invasive large-scale new building construction.
	<ul> <li>Renovation work in two or more rooms.</li> </ul>

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Step 2:

Using the following table, *identify* the Patient <u>Risk</u> Groups that will be affected.

If more than one risk group will be affected, select the higher risk group:

Low Risk	Medium Risk	High Risk	Highest Risk
□ Office	Cardiology	Emergency Room	□ Any area caring for
areas	Echocardiography	Labor & Delivery 🗆 Laboratories	Immunocompromised
	Endoscopy	(specimen)	patients
	Nuclear Medicine	□ Newborn Nursery/MCH	BMT/Organ Transplant
	Physical Therapy	□ Pharmacy	□ Cardiac Cath/EP Lab
			□ Central Sterile Supply
	Respiratory	Unit	☐ Intensive Care Units
	Therapy	□ Medical Surgical Unit	□ Negative pressure
	🗆 BHU	Cafeteria Food	isolation rooms
	□ Cafeteria	Prep/Kitchen	Oncology
			Operating rooms including C-section rooms
			□ Interventional Radiology

Step 3: Match the

Patient Risk Group (Low, Medium, High, Highest) with the planned:

Construction Project Type (A, B, C, D) on the following matrix, to find the:

Class of Precautions (I, II, III or IV) or level of infection control activities required.

• Class I-IV or Color-Coded Precautions are delineated on the following page.

## IC Matrix - Class of Precautions: Construction Project by Patient Risk Construction Project Type

Patient Risk Group	TYPE A	TYPE B	TYPE C	TYPE D
LOW Risk Group	I	11	II	III/IV
MEDIUM Risk Group	I	11	III	IV
HIGH Risk Group	I	II	III/IV	IV
HIGHEST Risk Group	II	III/IV	III/IV	IV

Note: Infection Control approval will be required when the Construction Activity and Risk Level indicate that Class III or Class IV control procedures are necessary.

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## Minimum Required Infection Control Precautions by Class Before and During Work Activity

Class of	Mitigation Activities					
Precautions	(Performed Before and During Work Activity)					
Class I	<ol> <li>Perform noninvasive work activity as to not block or interrupt patient care.</li> <li>Perform noninvasive work activities in areas that are not directly occupied with patients.</li> <li>Perform noninvasive work activity in a manner that does not create dust.</li> <li>Immediately replace any displaced ceiling tile before leaving the area and/or at end of noninvasive work activity.</li> </ol>					
Class II	<ol> <li>Perform only limited dust work and/or activities designed for basic facilities and engineering work.</li> <li>Perform limited dust and invasive work following standing precautions procedures approved by the organization.</li> <li>This Class of Precautions must never be used for construction or renovation activities.</li> </ol>					
Class III	<ol> <li>Provide active means to prevent airborne dust dispersion into the occupied areas.</li> <li>Means for controlling minimal dust dispersion may include hand-held HEPA vacuum devices, polyethylene plastic containment, or isolation of work area by closing room door.</li> <li>Remove or isolate return air diffusers to avoid dust from entering the HVAC system.</li> <li>Remove or isolate the supply air diffusers to avoid positive pressurization of the space,</li> <li>If work area is contained, then it must be neutrally to negatively pressurized at all times.</li> <li>Seal all doors with tape that will not leave residue.</li> <li>Contain all trash and debris in the work area.</li> <li>Nonporous/smooth and cleanable containers (with a hard lid) must be used to transport trash and debris from the construction areas. These contained work area.</li> <li>Install a sticky (dust collection) mat at entrance of contained work area based on facility policy. Sticky mats must be changed routinely and when visibly soiled.</li> <li>Maintain clean surroundings when area is not contained by damp mopping or HEPA vacuuming surfaces.</li> </ol>					

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## Minimum Required Infection Control Precautions Upon Completion of Work Activity

Class of	Mitigation Activities				
Precautions	(Performed upon Completion of Work Activity)				
Classes I, II	Cleaning:				
and III	1. Clean work areas including all environmental surfaces, high horizontal surfaces and				
	flooring materials.				
	<ol> <li>Check all supply and return air registers for dust accumulation on upper surfaces as well as air diffuser surfaces.</li> </ol>				
	as all diffuser surfaces.				
	HVAC Systems:				
	1. Remove isolation of HVAC system in areas where work is being performed. Verify that				
	HVAC systems are clean and operational.				
	2. Verify the HVAC systems meet original airflow and air exchange design specifications.				
Classes III, IV	Class III (Type C Activities only) and IV, precautions require inspection and documentation for downgraded ICRA precautions.				
	Construction areas must be inspected by an infection preventionist or designee and engineering representative for discontinuation or downgrading of ICRA precautions.				
	Work Area Cleaning:				
	1. Clean work areas including all environmental surfaces, high horizontal surfaces and				
	flooring materials.				
	2. Check all supply and return air registers for dust accumulation on upper surfaces as well as air diffuser surfaces.				
	Removal of Critical Barriers:				
	1. Critical barriers must remain in place during all work involving drywall removal, creation of				
	dust and activities beyond simple touch-up work. The barrier may NOT be removed until a work area cleaning has been performed.				
	<ol> <li>All (plastic or hard) barrier removal activities must be completed in a manner that prevents dust release. Use the following precautions when removing hard barriers:         <ul> <li>Carefully remove screws and painter tape.</li> </ul> </li> </ol>				
	ii. If dust will be generated during screw removal, use hand-held HEPA vacuum.				
	iii. Drywall cutting is prohibited during removal process.				
	<ul> <li>iv. Clean all stud tracks with HEPA vacuum before removing outer hard barrier.</li> <li>v. Use a plastic barrier to enclose area if dust could be generated.</li> </ul>				
	Negative Air Requirements:				
	<ol> <li>The use of negative air must be designed to remove contaminates from the work area.</li> <li>Negative air devices must remain operational at all times and in place for a period after completion of dust creating activities to remove contaminants from the work area and before removal of critical barriers.</li> </ol>				
	HVAC systems: 1. Upon removal of critical barriers, remove isolation of HVAC system in areas where work is				
	being performed.				
	2. Verify that HVAC systems are clean and operational.				
	3. Verify the HVAC systems meets original airflow and air exchange design specifications.				

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Step 4. Identify the areas surrounding the project area, assessing potential impact

Unit Below	Unit Above	Lateral	Lateral	Behind	Front	
Risk Group						

Step 5. Identify specific site of activity e.g., patient rooms, medication room, etc.

Step 6. Identify issues related to ventilation, plumbing, electrical in terms of the occurrence of probable outages.

Step 7. Identify containment measures, using prior assessment. What types of barriers? (e.g., solids wall barriers); Will HEPA filtration be required?

(Note: Renovation/construction area shall be isolated from the occupied areas during construction and shall be negative with respect to surrounding areas)

- Step 8. Consider potential risk of water damage. Is there a risk due to compromising structural integrity? (e.g., wall, ceiling, root)
- Step 9. Work hours: Can or will the work be done during non-patient care hours?
- Step 10. Do plans allow for adequate number of isolation/negative airflow rooms?
- Step 11. Do the plans allow for the required number & type of handwashing sinks?
- Step 12. Does the infection prevention staff agree with the minimum number of sinks for this project? (Verify against AIA Guidelines for types and area)
- Step 13. Does the infection control staff agree with the plans relative to clean and soiled utility rooms?

Step 14. Plan to discuss the following containment issues with the project team. e.g., traffic flow, housekeeping, debris removal (how and when) Date: 05/22

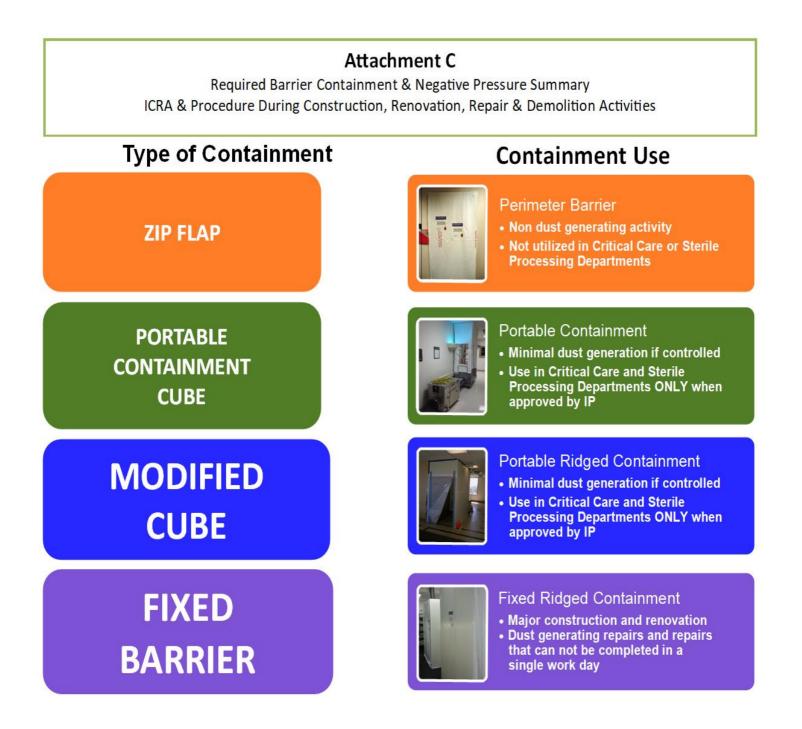
Project #				Contra	actor Name:				
Project Mame:					t Start Date: 0	Click here to	enter a c	late.	
Project Manager: Contact#:					ated Completic				
General Contractor: Contact#:				OSHP	D Permit #:				
IOR: Contact#:				IC Subcontractor Contact#:					
	CONSTRUCTION AC	CTIVITY			INFECTION	CONTRO	L RISK	GROUP	
	TYPE A: Inspection, no	on-invasive activity			GROUP 1: Lo	w Risk			
	TYPE B: Small scale, short duration, moderate to high levels         TYPE C: Activity generates moderate to high levels of dust, requires more than 1 work shift for completion				GROUP 2: Me	edium Risk			
				GROUP 3: Medium/High Risk					
TYPE D: Major demolition and construction activities Requiring consecutive work shifts					GROUP 4: Hig	ghest Risk			
	Containment cube; modi	equired containment, all that apply ament cube; modified cube; zip flap; en barrier; Coroplast barrier; drywall barrier, anteroom			Circle needed PPE, all that apply Shoe covers; head covers; polypropylene suits; Tyvek type suites; gloves; P100; N95				
CLASS I Date: Initials:	construction operation	Execute work by methods to minimize raising dust from construction operations. Immediately replace any ceiling tile displaced for visual inspection.				accordance	e with de	fined procedures.	
CLASS II Date: Initials:	<ol> <li>Continue Class I ree</li> <li>Provides active mea atmosphere</li> <li>Water mist work su</li> <li>Seal unused doors v</li> <li>Block off and seal a</li> </ol>	quirements ans to prevent air-borne dust from disp rfaces to control dust while cutting. vith vinyl tape.	persing into	<ol> <li>Contain construction waste before transport in tightly covered containers.</li> <li>Wet mop and/or vacuum with HEPA filtered vacuum before leaving work area. Vacuum Personnel if needed.</li> <li>Place dust mat at entrance and exit of work area.</li> <li>Remove or isolate HVAC system in areas where work is being performed.</li> </ol>					
CLASS III Date: Initials:	<ol> <li>Continue Class I &amp; II requirements</li> <li>Obtain infection control permit before construction begins.</li> <li>Isolate HVAC system in area where work is being done to prevent contamination of the duct system.</li> <li>Complete all critical barriers or implement control cube method before construction begins.</li> <li>Maintain negative air pressure within work site utilizing HEPA equipped air filtration units.</li> <li>Seal holes, pipes, conduits, and punctures appropriately.</li> <li>Do not remove barriers from work area until complete project is thoroughly cleaned.</li> </ol>				<ol> <li>Vacuum work area with HEPA filtered vacuums including Personnel, if needed.</li> <li>Wet mop with approved disinfectant</li> <li>Remove barrier materials carefully to minimize spreading of dirt and debris associated with construction.</li> <li>Contain construction waste before transport in tightly covered Containers.</li> <li>Cover transport receptacles or carts. Tape covering.</li> <li>Remove or isolate HVAC system in areas where work is being performed.</li> </ol>				
CLASS IV Date: Initials:	<ol> <li>Continue Class I, II &amp; III requirements</li> <li>Obtain infection control permit before construction begins.</li> <li>Isolate HVAC system in area where work is being done to prevent contamination of duct system.</li> <li>Complete all critical barriers or implement control cube method before construction begins.</li> <li>Maintain negative air pressure within work site utilizing HEPA equipped air filtration units.</li> <li>Seal holes, pipes, conduits, and punctures appropriately.</li> <li>Construct anteroom and require all personnel to wear PPE - coveralls and shoe covers, which are removed each time they leave the work site. If space permits use HEPA vacuum to vacuum excess dust and debris from personnel.</li> </ol>				<ol> <li>All personnel entering work site are required to wear shoe covers</li> <li>Do not remove barriers from work area until completed project is thoroughly cleaned.</li> <li>Vacuum work area with HEPA filtered vacuums.</li> <li>Wet mop with approved disinfectant.</li> <li>Remove barrier materials carefully to minimize spreading of dirt and debris associated with construction.</li> <li>Contain construction waste before transport in tightly covered containers.</li> <li>Cover transport receptacles or carts. Tape covering.</li> <li>Remove or isolate HVAC system in areas where work is being done.</li> </ol>				
Class of Pred	cautions:	Patient Risk Group	TYPE A	1	TYPE B	TYP	EC	TYPE D	
Construction Project by Patient Risk		LOW Risk Group	I		II			III/IV	1
		MEDIUM Risk Group	I		11				1
		HIGH Risk Group			11	III/	IV	IV	
		HIGHEST Risk Group						IV	1
A 1 12 1	•	•	I		111/17		, IV		
	equirements: (If scope o								
Exceptions /Add	itions to this permit are not	ed by attached memoranda:	Date:		Initials:		r		
Exceptions / Aud	Permit Request By: ICRA Authorized By: IC					ICRA De-permitted By: Comments:			
*	By:	ICRA Authorized By:	ICK	tA De-pe	erinitied by.		Comm	ents.	
Permit Request E	3y: Title:	Date: Title:	Dat	-	Title:		Comm	ents.	

ATTACHMENT C: Required Barrier Containment & Negative Pressure Requirement Synopsis

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## ATTACHMENT D: ICRA Daily Rounds Checklist (Level 3 & 4)

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#### Project **Project Manager** Contractor Rounds performed by: Print name and Initials Permitting process review Date/Time Initial Permit posted Dust Buster training completed Contractors Location Barrier configuration Barrier is intact [tape secure, holding, breach, no damage] Barrier should match the permit graphics Negative pressure Pressure reading should be negative Visual Inward pull is appropriate Flex duct connected securely and properly, free of damage HEPA unit in functioning acceptable condition Clean, dust free and organized Anteroom Trash bag available in anteroom [removed after each work shift] Walk off mats available and properly maintained Worksite Site inspection Inspect all areas of the barrier – Is the area clean at the end of shift

Document findings and provide details in the Notes section Document Corrective Action to resolve issues in Notes section

lr	nitial	Days	Initial	Days	Initial
		11		21	
		12		22	
		13		23	
		14		24	
		15		25	
		16		26	
		17		27	
		18		28	
		19		29	
		20		30/31	

#### Comments: \_

Any unusual findings?

Completion Acceptance (signed by PM, Engineering designee): \_\_\_\_\_