

When Posting Documents on Information Boards

- In **clinical areas**, paper and corkboards can become contaminated through hand contact, splashes, aerosols, and/or proximity to patients.
- Loose paper, tape, and corkboards obstruct routine environmental cleaning.
- Tape residues and uneven surfaces can trap microorganisms and reduce the effectiveness of cleaning and disinfecting practices.
- **Paper and corkboards** cannot be properly disinfected because they are porous.
- In the 2022 Health PEI Accreditation report, excess paper and corkboards in clinical areas were identified as an area for improvement.

Approved

- Use laminated or plastic sleeve
- Protector for paper
- Fully enclosed, wipeable sign holders
- Digital displays
- Magnetic whiteboard with magnets
- Poster putty (Sticky Tack)



Not Approved

- Loose paper
- Taped documents
- Corkboards

