

Now Worries[®]

Comprehensive In-home Care

Infection Control Policy

Policy Statement

Clients are given a bag containing basic personal protective equipment and a first aid kit at the start of service and on an as needed basis. Each staff person is responsible for keeping this supply adequate and for replacing equipment as necessary. Staff are taught basic infection control measures, use of protective equipment, method, and how to request replacement equipment during orientation. Each staff member is also offered the Hepatitis B vaccination series. The agency staff members implement infection control procedures, as appropriate.

Purpose

- To control the spread of infection
- To ensure protection of individuals from transmission of communicable/infectious diseases
- To meet OSHA regulations
- To ensure that all staff persons understand proper use of protective equipment

Equipment

- Personal protective Equipment Kits (PPE Kits) contain, but are not limited to the following items:

- 6 pairs vinyl gloves (small, medium or large)
- 1 disposable mouth and nose mask with eye shield
- 1 disposable isolation gown
- 2 vinyl, disposable aprons
- 1 biohazard garbage bag
- 2 paper towels
- 1 Job Hazard Analysis (Defines the proper PPE to use in different situations)
- 1 incident report form

- First aid kits contain, but are not limited to the following:

- 6, ¾ x 3 inch sterile bandages
- 1, 4 x 4 inch sterile gauze
- 1 roll surgical tape
- 3 disposable packs antibiotic ointment
- 4 disposable alcohol wipes
- 4 disposable disinfectant wipes
- 3 safety pins

Procedure

- **Hand washing** is the single most important means of preventing the spread of infection. Hand washing will be performed by using warm, running water, antibacterial soap, and friction for a minimum of 15 seconds. Rinsing should be performed by allowing the running water to run off fingers then wrists. Touching the sink or faucet during the hand washing procedure will require the staff member to repeat the procedure. Hands should be dried with a clean paper towel or a clean cloth towel that is designated for the Caregiver's use only. A waterless hand cleanser may be used approximately four times when running water and soap are not immediately available. However, as soon as possible, the staff person will wash his/her hands with running water and soap after having used a waterless product.
Hands are to be washed before and after all client care, before handling any clean object, or after handling any soiled article.
Wash hand frequently and well especially and immediately following any accidental contact with blood, and/ or any moist body substance.
- **Gloves** are to be worn by staff member when performing routine direct patient care, when in contact with bodily fluids, including blood, urine or other secretions, mucous membranes or non-intact skin, when emptying containers filled with bodily fluids or when handling laundry, dressings or other surfaces contaminated by bodily fluids or secretions.
Gloves should always be worn if staff member's hands are chapped, abraded or have open sores.
Glove are not necessary when handling clean linens or other unsoiled articles.
- **Gowns or aprons** are to be worn when staff members may come in contact with soiled articles, bodily fluids or may be exposed to splatters or spray of bodily fluids. Gown are not necessary for other contact.
- **Cleaning** should be done with acceptable disinfectants. Cloths or mops may be used to clean up blood or body fluids but must be rinsed and cleaned or disposed of. Wash and rinse all products in bathroom or laundry room sinks-do not use kitchen sinks or sink where food is prepared.
 - Common housekeeping procedures are usually adequate for cleaning environmental surfaces
 - All food can be served on regular dinnerware. In general, contamination of dishes with numbers of organisms large enough to induce infection is extremely unlikely. Eating utensils should be washed in hot soapy water or in a dishwasher. All leftovers should be stored in airtight containers in the refrigerator for no more than a few days. The date the food was made should be marked on a piece of tape and affixed to the container.
 - Although soiled linen has been identified as a source of large numbers of pathogenic microorganisms, the risk of actual disease transmission is

negligible. The use of protective apparel should be used in the likelihood of contact of exposed skin and/or clothing with soiled linens. Soiled laundry should be transported to the laundry area in a laundry hamper or basket. If there is contamination by bodily fluids, the laundry should be placed in a plastic garbage bag and tied off, transported to the laundry area while wearing gloves and placed immediately in the washing machine. Do not shake out soiled linen. Launder in hot water and hot setting on dryer- or dry on the line in full sun.

- **Blood and body fluid spills** will be cleaned immediately. Visible materials should be removed utilizing gloves and disposable cloths and then the area should be disinfected. After visible materials are removed, clean the surface with hot soapy water, rinse area, apply chlorine bleach diluted in water to soiled area (one part chlorine to 100 parts water) - if appropriate for the surface. Allow bleach solution to sit on the surface for at least 1 minute before wiping up with clean, wet cloth. If surface is not appropriate for bleach, wash with vinegar solution and rinse after 5 minutes. For clean-up on wood surfaces, call the Nurse for specific cleaning instructions. Gloves should be worn during all cleaning and disinfecting procedures and gowns if splattering is likely. Dispose of all used or contaminated products in biohazard bag.
- **Medical asepsis** techniques will be used for most dressing changes and other procedures in the home, except when other wise noted. All caregivers will be given instructions when delegated for these duties.
- **Waste disposal-** All dressings and other disposable items soiled or moist with blood and/or body fluids should be placed in a plastic bag, secured, double bagged, secured, and placed in the regular trash.
 - All excretions should be flushed down the toilet. The urinal, bedpan, or portable commode should be carefully emptied into the toilet, cleaned, rinsed and replaced.
 - Staff must use gloves when emptying urinary drainage bags.
 - Gloves should be worn routinely for incontinent clients.
 - Puncture resistant sharps containers, when $\frac{3}{4}$ full, are to be sealed and a new container obtained. Call the number of the company written on the side of the container for disposal and replacement container. If container becomes full before a replacement is available, homes may use puncture-resistant container such as fabric or liquid laundry soap containers, orange juice containers or bleach jugs. Please do not use these as a routine option.

Employee Signature _____ date _____

Supervisor Signature _____ date _____