

**Anastasia Care Services LLC  
INFECTION CONTROL/SAFETY  
POLICIES AND PROCEDURES**

**SUBJECT:** Policy # IC/S-8.0 Standard Precautions

**EFFECTIVE DATE:** August 1, 2016

**POLICY:**

Under standard precautions, blood and certain body fluids of consumers are considered to be potentially infectious for bloodborne pathogens such as human immunodeficiency virus (HIV), and hepatitis B virus (HBV). Standard precautions apply to blood and other body fluids potentially containing blood or bloodborne pathogens including emesis, sputum, feces, urine, semen, vaginal secretions, cerebrospinal fluid (CSF), synovial fluid, pleural fluid, pericardial fluid and amniotic fluid. Standard precautions will be used with other fluids, such as nasal secretions, saliva, sweat, and tears when they contain visible blood or other potentially infectious materials.

Agency personnel will adhere to the following precautions and will instruct consumers and caregivers in infection control precautions as appropriate to the consumer's needs.

**Note:** Consumers may be given a copy of this procedure if needed as a teaching tool.

***Personal Protective Equipment.***

1. On assignments where personnel have a risk of occupational exposure, Anastasia Care Services will furnish, repair, clean, and launder, at no cost to personnel, appropriate personal protective equipment so that barrier precautions can be observed and compliance with this policy can be maintained. Personal protective equipment includes, but is not limited to, gloves, gowns, laboratory coats, face shields or masks, eye protection, mouthpieces, resuscitation bags, pocket masks, or other ventilation devices. Personal protective equipment will be considered appropriate only if it does not permit blood or other potentially infectious materials to pass through to or reach the agency personnel's work clothes, street clothes, undergarments, skin, eyes, mouth, or other mucous membranes under normal situations of use and for the duration of time which the protective equipment will be used.
2. All personnel will use appropriate personal protective equipment when exposed to blood or other potentially infectious materials. This equipment will be readily accessible at the work-site or will be issued by personnel prior to arriving on assignments where personal protective equipment is needed. If Anastasia Care Services personnel decline to use personal protective equipment for brief and temporary periods, they will do so only when, in their professional judgment, in that specific instance, its use would have prevented the delivery of health care or public safety services or would have posed an increased hazard to the safety of themselves or a coworker. When this occurs, Anastasia Care Services will investigate the circumstances involved in order to determine whether changes can be instituted to prevent such occurrences.

3. Garments penetrated by blood or other potentially infectious materials will be removed as soon as possible.
4. All personal protective equipment will be removed prior to leaving the work area. When removed, it will be placed in an appropriately designated container or area for storage, washing, decontamination or disposal.
5. Mouth pipetting or suction of blood or infectious material is prohibited.

## **PROCEDURE:**

### ***General Precautions***

1. **Handwashing:** Handwashing will be performed to prevent cross-contamination between consumers and personnel. (See also *Policy # IC/S-9.0 Handwashing*).
  - A. Hands and other skin surfaces will be washed with soap and warm water immediately and thoroughly before and after consumer contact, if contaminated with body substances, before and after gloves are worn, and before preparing or eating food or feeding a consumer.
  - B. Use soap, warm water and friction for hand washing. Lather and scrub for at least twenty (20) seconds. Rinse well, beginning at fingertips, so dirty water runs off at wrists. Dry hands on paper towels. Use dry paper towels to turn off faucets.
  - C. Use a waterless handwashing product for immediate use if handwashing facilities are not available. Handwashing facilities should be located as soon as possible.
2. **Gloves:** Gloves (intact latex or vinyl of appropriate size and quality) will be worn:
  - A. When worker or caregiver has cuts, skin with abrasions, chapped hands, dermatitis, or another breach in skin integrity;
  - B. During cleansing of consumers with active bleeding, open sores or skin with abrasions;
  - C. During cleaning of body fluids and decontamination procedure;
  - D. During direct contact with body substances is anticipated (blood, urine, pus, feces, saliva, drainage of any kind);
  - E. When handling soiled linen.

Gloves will be changed between consumer contacts and will not be washed or disinfected for reuse. General purpose gloves (e.g., rubber household gloves) will be used for housekeeping chores involving potential blood contact and for instrument cleaning and decontamination procedures. Utility gloves may be decontaminated and reused, but should be discarded if they are peeling, cracked, or discolored, or if they have punctures, tears, or other evidence of deterioration.

Gloves are not necessarily needed for general care or during casual contact such as bathing of intact skin or assisting with ambulation.

3. **Gowns:** The use of gowns is required when splashes to the skin and clothing are likely. The gowns will be made of, or lined with, fluid-proof or fluid-resistant material and will protect areas of exposed skin.
4. **Mask and Protective Eyewear:** Masks, protective eye wear, or face shields are required when contamination of mucosal membranes, eyes, mouth or nose is possible, such as splashes or aerosolization of material. They are not required for routine care.

5. Resuscitation Equipment: CPR microshield, resuscitation bags, or other ventilation devices will be provided to personnel where the need for emergency mouth-to-mouth resuscitation would be required as based on agency's policy regarding staff's use of CPR.
6. Labels: Biohazard labels will be used to prevent accidental injury or illness to personnel exposed to hazardous or potentially hazardous materials that are out of the ordinary, unexpected, or not readily apparent.
  - A. The biohazard labels will contain the message "BIOHAZARD" or the hazard symbol, readable at five (5) feet.
  - B. Personnel will be educated to the meaning of the labels.
  - C. Labels will be affixed as closely as possible to the hazards.
  - D. Labels will identify equipment, containers, and rooms that contain hazardous agents.
  - E. If labels are not used, other effective means will be used, such as RED bagging.

### ***Housekeeping and Hygiene***

1. Housekeeping
  - A. Good, common sense practices provide an environment that is safe for everybody.
  - B. A good disinfectant (e.g., household bleach 5.25% mixed 1:10 with water) will be used to clean floors, toilet bowls, tubs, showers, sinks, countertops and soiled furniture.
  - C. Sponges and mops used to clean body fluid spills will not be rinsed in the kitchen sink or used where food is prepared.
  - D. Dirty mop water will be poured down the toilet, rather than the sink.
  - E. Rooms will be well-aired to decrease the risk of colds, flu and other airborne communicable disease.
  - F. Infectious organisms may be found in animal wastes, bird cages, cat litter boxes, and fish tanks. They will be maintained by someone other than a person with HIV disease or other causes of immunosuppression.
  - G. Humidifiers and air statusers will be cleaned and serviced regularly as they can harbor infectious agents.
2. Blood and Body Fluid Spills
  - A. Blood and body fluid spills will be cleaned with hot soapy water and disinfected with bleach as described above. If the cleaning is by hand, disposable gloves will be worn.
  - B. Soiled sponges and mops will be disinfected by soaking them in a 1:10 dilution of bleach for five (5) minutes.
3. Hygiene
  - A. Personal items such as toothbrushes, shaving equipment and enema equipment will not be shared.
  - B. Maintaining a state of personal cleanliness reduces infection transmission from person to person. This includes bathing regularly and washing hands after use of bathroom facilities or contact with one's own body fluids and before preparing food.

### ***Waste Disposal***

1. Flushable Waste: Body wastes will be flushed down the toilet.
2. Non-Flushable Disposables - Non-flushable items contaminated with blood or body substances will be placed in a leak-proof plastic bag which is tied securely at the neck. This bag will then be placed in a second sealed, plastic bag to afford extra strength and

protection against breakage and spillage. The bag will then be disposed of in a trash receptacle.

3. Syringe and Sharps Disposal - If a consumer is self-administering medications and generating one or more syringes per day, the consumer will notify the garbage collection service, or the local Department of Public Health for obtaining and disposing puncture resistant containers.

## **Laundry**

### Handling and Changing Linens

1. Towels and washcloths will not be shared.
2. Gloves will be worn when handling soiled linen.
3. Soiled clothing and linens will be washed as promptly as possible. Ideally, they will be machine washed in hot (160° F) soapy water for twenty-five (25) minutes. If appropriate, (e.g., colorfast material), a cup of bleach may be added to the water. If low temperature (less than 150° F) laundry cycles are used, chemicals suitable for low temperature washing will be used.
4. If a washing machine is not available, soiled linens will be soaked in cold water (to lift stains) containing bleach (1:10 dilution) for 15-20 minutes. Gloves will be worn while removing stains. Rewash the linens with hot soapy water.
5. Commercial or home clothes dryers are the preferred method of drying linens. If not available, air dry linens, preferably in the sun.

## **Equipment and Non-disposable Instruments**

1. Bedpans, Urinals and Commodes
  - A. Bedpans and urinals will be used by only one consumer and will be cleaned on a regular basis with household detergent.
  - B. Shared commodes do not require special precautions unless blood, contaminated body substances, or fluid is present. If soiled, the commode will be cleaned with a 1:10 dilution of bleach.
2. Thermometers
  - A. Electronic thermometers with disposable sheaths do not need special precautions unless they become visibly soiled. If thermometers are soiled, they will be wiped with a disinfectant solution. Electronic thermometers are not supplied by the agency but may be owned by consumers.
  - B. Glass thermometers used in the home will be rinsed with soap and water before and after use. If a thermometer will be used by more than one person, it will be soaked in 70-90% ethyl alcohol for 30 minutes followed by a rinse under a stream of water.
3. Medical Equipment and Supplies
  - A. Reusable equipment returned to agency stock will be placed in a designated dirty supply area and thoroughly cleaned with an agency-approved disinfectant. After proper cleaning, the equipment may be returned to stock.

- B. In the event a reusable piece of equipment (e.g., stethoscope, blood pressure apparatus, bandage scissors) comes in contact with blood or body fluids, a 1:10 dilution of bleach or other agency-approved disinfectant will be used to clean it. Soiled blood pressure cuffs will be washed in hot, soapy water.
- C. Dressing supplies contaminated with blood or body fluids will be double bagged in plastic bags, tied securely, and labeled "contaminated" and placed in the trash for garbage pickup by the consumer or caregiver.

### ***Kitchen and Food Preparation***

1. Handwashing - Proper handwashing technique will be observed prior to touching food.
2. General Hygiene - Tasting" of food during cooking will be done with a new, clean spoon each time. Wash the spoon with soap and water immediately after "tasting".
3. Cleaning of Kitchen - Counters, sinks, and floors in the kitchen will be free from food particles and cleaned with a disinfectant regularly.
4. Refrigerator - The interior of refrigerators will be cleaned with soap and warm water regularly to control molds.
5. Food Freshness - Observe expiration dates and general freshness of food. Do not use cracked eggs due to the likelihood of salmonella contamination.
6. Food Storage - Store open packages of food (e.g., sugar) in covered containers to discourage infestation.
7. Food Preparation - Pork, poultry and eggs will be thoroughly cooked before eating. Porous (e.g., wood) cutting boards used for poultry will not also be used for fruits and vegetables.
8. Dishes and Utensils - Wash dishes and utensils in a dishwasher or hot soapy water. The water should be hot enough to require the use of lined gloves. Allow dishes to air dry. Known infected persons do not need separate dishes or utensils provided they are washed as described.
9. Sponges - Sponges used to clean in the kitchen will not be the same sponges used to clean bathrooms and body fluid spills. Sponges used to clean bathrooms and body fluid spills will be disinfected with bleach and changed periodically.

### ***Special Considerations for a Person with HIV***

1. Unpasteurized milk, raw eggs, products containing raw eggs, or cracked or non-intact eggs will be avoided. They have been associated with salmonella infections and may be problematic for the person with HIV disease.
2. All fresh produce will be washed thoroughly.

### ***Other Considerations***

1. Eating, drinking, smoking, applying makeup or lip-balm or handling contact lenses should be avoided in work areas where there is a reasonable chance of exposure.

2. Sterile technique will be employed for sterile dressing changes, IV insertion, IV site care, phlebotomy, tracheal suctioning, insertion of a urinary catheter, and whenever appropriate to prevent infection.
  
3. Disinfectants  
HIV is inactivated rapidly after being exposed to chemical germicides. HIV can be inactivated after exposure for ten minutes by the following:
  - A. Chlorine bleach (1:10 dilution)
  - B. Alcohol (70-95%)
  - C. Quaternary Ammonium (TRI-GUAT)
  - D. Phenolic (Vesphene II)

**NOTE:** Anastasia Care Services has the right to limit the practice of the worker if consumer safety is in question.

Initial Effective Date: August 1, 2015

Revision Date: \_\_\_\_\_

Revision Date: \_\_\_\_\_