



Independent School District 152



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Sanitary Guidelines/Prevention of Communicable Disease

Administrative Procedure: 446.1

Section: 400 Employees/Personnel

Date Adopted: 04/20/1998

Date Revised: 04/13/2015

Date Reviewed: 04/09/2018

I. PURPOSE

To reduce the risk of occupational exposure to blood-borne pathogens, and/or other potentially infectious materials, in compliance with federal and state regulations.

II. GENERAL STATEMENT OF PROCEDURE

Body fluids may contain organisms, which may transmit disease. These organisms may be carried by individuals who may have no symptoms of illness, may be incubating disease, or may be mildly infected without symptoms, or they may be carriers of HIV and or hepatitis virus. Routine procedures for handling of body fluids can decrease the transmission of infectious disease.

CONTACT WITH BODY FLUIDS

A. Ill/Injured Students

1. If possible, avoid contact with body fluids.
 - Allow students/staff to clean their own injuries when appropriate.
 - Use additional absorbent material, i.e., paper towel or tissues.
2. Gloves should be utilized in possible blood contact situations.
3. Gloves must be utilized by caretakers with non-intact skin (dermatitis, chapped hands, cuts and abrasions) when handling all body fluids.
4. Gloves should be changed after each person and discarded in a lined trash container.
5. Hands and other skin surfaces should be washed immediately and thoroughly after

contact with blood or other body fluids.

6. Surfaces which have been soiled with blood or other body fluids should be cleaned (usually with soap and water) and disinfected with alcohol or other bleach solution. Call a custodian for large spills.

7. Wash hands after removing gloves.

B. Clothing and Other Non-disposable Items

1. USE GLOVES TO RINSE BLOOD-SOAKED ITEMS IN COLD WATER AND PLACE IN PLASTIC BAG.

2. If the item is bleachable, add 1/2 cup bleach to the wash cycle.

3. If the item is not bleachable, add 1/2 cup of non-chlorine bleach to the wash cycle.

C. Carpets

1. Apply a sanitary absorbent agent.

2. Allow the agent to dry according to the directions.

3. If needed, mechanically remove the dustpan and broom.

4. Vacuum.

5. May apply rug shampoo (containing a germicidal detergent).

6. Re-vacuum.

D. Hard Surfaces (e.g. floors, tile, walls, terrazzo)

1. Disinfectants should be used to clean surfaces contaminated with body fluids. These disinfectants should kill vegetative bacteria, fungi, tubercle bacillus, and viruses. One of the following disinfectants may be used:

a) Dilute hypochlorite solutions (bleach) are preferred for objects which may be put in the mouth.

b) Ethyl or isopropyl alcohol (70%).

- c) Phenolic germicidal detergent in a 1% aqueous solution (e.g. Lysol).
- d) Sodium Hypochlorite with at least 100 ppm available chlorine (1/2 cup household bleach in 1 gallon water). A solution needs to be freshly prepared daily.
- e) Quaternary ammonium germicidal detergent in 2% aqueous solution (e.g. Tri-quat, Mytar, Sage).
- f) Iodine germicidal detergent with 500 ppm available iodine (e.g. Wescodyne).

E. Equipment Cleanup

1. Gloves should be worn while cleaning equipment used in the cleaning up of blood, vomitus, and other body fluids.
2. Mops should be:
 - a) soaked in disinfectant after use.
 - b) washed in hot water.
 - c) rinsed.
3. Non-disposable equipment (dust pans, buckets, brushes) shall be rinsed thoroughly in the disinfectant.
4. Discard the used solution promptly in the drain.
5. Rinse the pail or container.
6. Disposable equipment shall be placed in a lined trash receptacle.
7. Custodial rubber gloves are washed with soap and water and hung to dry.

GUIDELINES FOR HAND WASHING

Hand washing is the single most important technique for preventing the spread of infections.

A. When one should wash hands:

1. Before drinking and eating.
2. Before handling clean utensils or equipment.
3. Before and after food handling.

4. Before and after toileting.
5. After contact with body secretions such as blood, menses, mucus, saliva, drainage from wounds, urine, or feces.
6. After handling soiled diapers, menstrual pads, garments, or equipment.
7. After removing disposable gloves.

B. How to hand wash.

1. Remove all jewelry.
2. Wet hands with running water.
3. Apply soap and lather well; wash hands for 10-30 seconds; wash fronts.
4. Rinse hands well under running water.
5. Dry hands well with a paper towel. Apply lotion as needed. Turn off the faucet with a paper towel and discard the towel.