

**MARTIN LUTHER KINGJR. OUTPATIENT CENTER
AMBULATORY SURGERY CENTER
PROTOCOL**

DIVISION: ENVIRONMENTAL OF CARE	NUMBER: 5.0
SUBJECT: PEST CONTROL MANAGEMENT PROTOCOL	
SECTION: ENVIRONMENTAL SERVICES	PAGE: 1 OF: 3
REVIEW BY: ADMINISTRATION, POLICY AND PROCEDURE COMMITTEE	EFFECTIVE DATE: 09/01/2016
TO BE PERFORMED BY: MLK OPC WORKFORCE	REVISION DATE: REVIEWED DATE:

PURPOSE:

To establish a protocol regarding general maintenance requirements for the effective control of pests, including general cleanliness procedures, patient and employee food management, and preventative spraying, and fumigation. All areas of the OPC shall be kept in a condition of cleanliness, which minimizes infestation, by pests.

PROCEDURE:

General Cleanliness Procedures

1. All employees are responsible for keeping outside doors closed, disposing of trash properly, and storing or disposing of food items, which are potential sources of infestation.
2. All managers and supervisors are responsible for ensuring that pest control policies and procedures are followed within their units and/or areas.
3. All patient care areas will be cleaned on a regular schedule as established by Environmental Services.

Management of food in Clinical and Public Areas

1. Any food item left behind by a patient, staff, or visitors should be discarded upon discovery.
2. Any food item left behind by a patient anywhere in the facility should be discarded by EVS upon discovery.

Management of Employee food Items

1. Foods that attract houseflies, fruit flies, roaches, ants, or other insects are to be stored in containers with tight lids, and refrigerated if necessary.
2. No open perishable items, including fruit, are to be left in offices, clinical work areas, or staff lockers.
3. Staff is responsible for cleaning and storing food after all events not catered by Dietary Services. Staff is responsible for facilitating cleanup when events are catered by Dietary Services.
4. Staff food is not to be stored in patient nourishment refrigerators under any circumstances. Unauthorized food left in patient nourishment refrigerators will be discarded by the Nursing staff.
5. Employees are authorized to eat in the following areas only:
 - a) MLK Medical Campus Cafeteria and Snack Bar locations
 - b) Designated staff lounges/break rooms.

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- c) Conference Rooms during organized functions in which food is being served as part of the activities (discarded food and utensils are to be placed in plastic bags, sealed/tied immediately after the event).
 - d) Personal office space - food remnants and packaging are not to be left in the office area outside a container for longer than 4 hours.
6. At no time are employees to eat:
- a) in areas designated specifically for patient treatment or counseling
 - b) in patient consultation rooms on the patient care units
 - c) at areas designated for reception of patients or visitors

Preventative pest spraying

1. Preventive spraying is a form of low-level pest control, which requires approximately two to six hours of treatment and cleaning depending on type of infestation.
2. On the date scheduled for preventative spraying, the Nurse Manager and/or designee will make arrangements for the spraying to occur. Whenever possible, the treatment will take place afterhours.

Fumigation procedures

1. The Pest Exterminator determines the extent of the infestation and fumigation methods to be used.
2. The Pest Exterminator plans the level of fumigation required and communicates with the Environmental Services custodian supervisor or designee on whether employees may be removed within the area or whether evacuation of the unit is required.
3. The Pest Exterminator will be given access to all areas, including staff lockers, to accomplish effective fumigation.
4. 6. After fumigation, Environmental Services staff will thoroughly clean the area and monitor treated areas to removed dead pests and clean the area.

NOTED AND APPROVED:

Cynthia M. Oliver, Chief Executive Officer

Date

Ellen Rothman, MD, Chief Medical Officer

Date

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Collins Nwadiogbu, Associate Administrator

Date

Signature(s) on File.

REVIEWED:	03/17/2015	08/24/2015				
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