

**OLIVE VIEW-UCLA MEDICAL CENTER
INFECTION CONTROL MANUAL
POLICY & PROCEDURE**

**NUMBER: 5922
VERSION: 2**

SUBJECT/TITLE: TRANSPORT AND STORAGE OF LINEN ON HOSPITAL GROUNDS

POLICY:

PURPOSE:

DEPARTMENTS: LINEN DEPARTMENT

DEFINITIONS:

PROCEDURE: Daily linen deliveries on the Olive View-UCLA Medical Centers grounds will be made via the clean linen van. The van will be steam cleaned with a germicidal solution using a steam hose then drip dried, weekly or as needed.

Clean, circulating linen will be transported by van in covered, sanitized baskets. Clean linen is not transported or stored with soiled linen. If it is not needed, the linen may be stored in the clean linen storage area.

New linen will remain sealed in original manufacturer’s boxes until it is issued. New linen is marked with the OV-UCLA Medical Center logo and washed before it is used.

References:	
Approved by: Alma Alvarez (Director, Infection Control)	Date: 10/27/2016
Review Date: 1/26/96, 2/5/99, 1/30/02, 5/10 , 10/27/2019	Revision Date: 8/2/04
Distribution: Infection Control, Linen Distribution	
Original Date: 10/27/2016	