



POLICY AND PROCEDURE

SUBJECT: INFECTION CONTROL	Policy No.: 604
	Revised: Jan 2020
	Supersedes: May 2016
	Page: 1 of 5

PURPOSE:

To provide, to the extent possible, a clean, infection free environment for patients, visitors, interns, and staff and to enforce the medical center and department's infection control measures.

POLICY:

All occupational therapy and recreation therapy personnel, including students who come in contact with patients, are responsible for using clean procedures and doing their part in preventing cross-contamination. Procedures are to be followed at stated frequencies or more often if conditions require.

PROCEDURES:

A. General Infection Control Procedure

1. Use **Standard Precautions** at all times: Hand hygiene- wash hands before and after each treatment, when hands are visibly soiled, use of the restroom, the training kitchen or meals. Wash hands for a minimum of 15 seconds with attention to the palmar area, finger tips and thumb when hand is visibly soiled. The alcohol base gel rub can be used if the hand is not visibly soiled. Apply product to palm of hand and rub hands together, follow manufacture's recommendations regarding volume of product to use. Artificial nails will not be worn by staff who provide direct patient care.
2. Personal Protective Equipment (remove after each patient). Follow guidelines for isolation precautions.
 - a. Use gloves if contact with blood or other body fluids from any patient is anticipated.
 - b. Use gown if any splashing or spraying is anticipated.
 - c. Use mask if spraying or splashing is anticipated.
3. Change linen on mats and pillows between each patient or daily if they do not come in direct contact with any patients.

4. Clean work surfaces at least once daily with an approved hospital disinfectant. Work surfaces to include, but not be limited to, mats, table tops, counters, and exercise equipment.
5. Follow nursing procedure as posted for aseptic techniques with pre- and post-operative patients.
6. Follow hospital policies and procedures regarding patients in isolation, or otherwise at risk for spread of disease.
7. Report potential infection problems to Infection Control Department.

B. Evaluation Tools

1. Safety pins used for testing sensation.
 - a. For SINGLE PATIENT USE ONLY.
 - b. Wipe sharp point with alcohol prior to use.
 - c. After testing is completed, leave the safety pin open and dispose of it in the sharps container. Do not attempt to close the safety pin.
2. Eye Patches for testing or treatment.
 - a. For SINGLE PATIENT USE ONLY.
 - b. The current eye patches contain latex and must not be used with latex sensitive individuals.
3. Wipe the following equipment with alcohol in between each patient:
 - a. Two-Point Aesthesiometer.
 - b. Grasp and Pinch Meters.
 - c. Goniometers.

C. Self-Care Equipment

1. Non-Electric Razors
 - a. For SINGLE PATIENT USE ONLY.
 - b. After use, dispose in "sharps" container.
2. Wash Basins
 - a. If the basin is assigned to one patient, rinse with water and dry with clean towel.
 - b. If the basin is used by multiple users, as may be the case in the treatment area, wipe with a hospital approved disinfectant and dry with a towel in between patients.

3. Bath Tub and Bath Benches
 - a. Following use of a bath tub, bath bench or hand-held shower, wipe with a hospital approved disinfectant, rinse and dry with clean towel.
 - b. If any bathing equipment is malfunctioning or if there is a nick or a tear in the outer plastic shell of padded shower or tub bench, do NOT use the item. Report the problem to a supervisor or manager to have it replaced.

4. Bowel and IC Training Equipment
 - a. Clinic trial equipment (i.e. dill sticks, suppository inserters) are only to be used with the patient fully clothed for the purpose of practicing reaching body parts or donning and doffing the equipment.
 - b. For the actual bowel training, use equipment that is issued to the individual patient. Clearly label the items with the patient's name.
 - c. Clean the equipment before storing at the patient's bedside as follows:
 - 1) Wear gloves at all times when handling the equipment.
 - 2) Remove any visible debris with toilet paper.
 - 3) Rinse and clean equipment with soap and water; dry thoroughly and wrap with clean paper towel.

D. Hand Splints

1. Elastic Splints
 - a. For SINGLE PATIENT USE ONLY.
 - b. If visibly soiled, wash with mild soap and air dry.

2. Foam Splints
 - a. For SINGLE PATIENT USE ONLY.
 - b. If visibly soiled, wipe entire splint with alcohol.
 - c. If straps are soiled, wash with mild soap; if unable to clean adequately, replace straps.

3. Thermoplastic Splints

- a. If visibly soiled, wipe entire splint with alcohol.
- b. If straps are soiled, wash with mild soap; if unable to clean adequately, replace the straps.

4. Metal Hand splints for Trial Use

- a. Wipe entire splint thoroughly with alcohol in between use with patients.
- b. If needed, replace plastazote lining and straps.

E. Toys

- 1. Clean toys for pediatric patients between use.
 - a. Use a hospital approved disinfectant for cleaning after each use. Rinse thoroughly with water after cleaning. (Attachment A)
- 2. Cloth toys or stuffed animals are NOT to be shared by patients. Assign non-washable toys (i.e., cloth toys) to one patient and send home with child on discharge.

F. Washer/Dryer

- 1. Washing machine drum will be disinfected to decrease the risk of hospital acquired infections. Each wash is documented on a log. (Attachment B)
 - a. Staff will run an empty load of wash 1 ounce of bleach at the beginning of each day and ensure general overall cleanliness.
 - b. Patients on isolation precautions may use the washer/dryer except those with c-diff precautions.
 - c. For patients on isolation precautions, their medical record number will be entered on the log for each use. (Attachment B)
 - d. After the wash cycle is complete for the patient on isolation precautions, staff will run an empty load of wash with 1 ounce of bleach.
 - e. Only one patient's laundry is washed/dried at each time.
 - f. Washing machine located in the practice apartment will be disinfected during the check-out process using 1 ounce of bleach.

F. Miscellaneous Treatment Equipment

- 1. Switches (Operated by hand, head or other body parts)

- a. As needed, wipe switch surface with a hospital approved disinfectant and remove residue of the disinfectant by wiping with a cloth damped with water.
- b. When a switch with cloth cover becomes visibly soiled, remove cover and wash with mild soap.

2. Computer Keyboards

- a. Wipe keyboards or keyboard skins daily (or more often if they become visibly soiled) with a hospital approved disinfectant.

3. Dycem/Non Skid Padding

Wash with soap and water when soiled.

4. Foam Blocks

- a. If used for practicing grasp or pinch, dispose of foam pieces when they become visibly soiled.
- b. If used for positioning body parts (by more than one patient), then it must be covered with clean linen and the linen changed in between patients. Dispose of the foam if it becomes soiled.

5. Foam Tubing for Building-Up Handles

Use standard closed-cell foam and wipe with a hospital approved disinfectant after every use. Issue for single patient use whenever possible.

6. Therapy Putty & Theraband

- a. For **SINGLE PATIENT USE ONLY**.
- b. Issue appropriate amount of putty to individual patient and store in clean, covered plastic container that is clearly marked with the patient's name.

7. Pulley slings

Launder periodically or when visibly soiled.

Subject: Pediatric Recreation Therapy Toy Cleaning Procedures

Ball Play Pit:

- Ball play pit is always supervised by the recreation therapist.
- Patient on isolation status are not permitted to use the ball play pit.
- In most instances, only one patient at a time will utilize the ball play pit. A patient will be permitted to play in the balls when appropriate during his/her entire hospital stay. After the patient is discharged, the balls will be cleaned using the cleaning procedure below.
- In the instance that there are two patients with similar age and functioning levels who will benefit from ball play during the same admission, they will be permitted to play together if deemed appropriate by the recreation therapist. Both patients must not be on isolation precautions, open wounds or present with excessive secretions. If incontinent of bowel and or bladder, patients must have on clean protective under garments prior to entering ball pit.
- To facilitate family education or therapeutic play, parents and or siblings may be permitted to play in the balls with patient and with supervision from recreation therapist. No other patients are allowed in the ball area until it is properly cleaned immediately after each session.

Cleaning Procedures:

- All plastic balls are removed from pit.
- Once balls are removed, the mat that forms the pit is cleaned with hospital approved disinfectant following the recommended dwell time.
- The balls are placed on a large clean flat surface in a single layer and are sprayed thoroughly with hospital approved disinfectant. Once sprayed, follow the recommended dwell time and returned to the ball pit.
- If balls are visibly soiled between uses, they are cleaned with soap and water, wiped dried and sprayed with hospital approved disinfectant following the recommended dwell time.

Stuffed Animals:

- When a stuffed animal /doll is used in therapy, it is given to the child/patient for further use or is discarded after use (it is not shared with other patients).
- Stuffed animal/dolls on display in the play/teen room are kept on upper shelves where they cannot be reached by patients and are for display purposes only.
- Any stuffed animal/doll/toys which are made of fabric or fur are not re-used from one patient to another.
- All stuffed animals/ dolls that are donated are either brand new or have been cleaned at the request of Rancho staff. If not cleaned when donated, they are discarded and not given to patients.

Toys/Games:

- All use of games/toys in the play/teen room is supervised by the recreation therapist
- Toys and games will be available for use in therapy with pediatric recreation therapist. Some may be kept in storage; some toys may be stored in the play/teen room.
- Examples are: checkers, domino sets, remote control cars, plastic dolls, blocks, cars /trucks, push/pull toys, etc.
- All toys will be maintained and will only be used with patients if clean and in good working order. If a toy is broken or not working, it will be discarded and/or taken out of service.
- Toys are cleaned with hospital approved disinfectant if visibly soiled between uses.
- Only toys that can be cleaned on all surfaces will be utilized with patients on isolation precautions.
- The use of these toys will be supervised by the recreation therapist and will only be used by these patients during individual sessions and not shared among other patients. After the patient has finished using the game/toy, it is cleaned with hospital approved disinfect.