

POLICY AND PROCEDURE



SoLO
Life
Opportunities

38 Walnut Close
Chelmsley Wood
Birmingham
B37 7PU

Charity No. 1102297
England Company No.
5025939

Hygiene

Category: staff, volunteers, members, clients or tenants

Introduction

SoLO Life Opportunities is committed to ensuring the safety and well-being of all its stakeholders.

Many of our members/clients/tenants with a learning disability are vulnerable and open to infection (low and high grade) and must be protected from infection.

On occasion it is necessary for members of staff to provide personal care and for staff and volunteers to assist in cooking meals for individuals and provide support to enable them to eat their meals.

Policy Statement

SoLO Life Opportunities requires all personnel involved in either of these activities to follow stringent guidelines to ensure that cross-infection is avoided from either learning disabled member/client/tenant to staff and volunteer or vice versa.

SoLO Life Opportunities has an equal opportunities policy and its services are open to all, regardless of medical condition. In the case of infectious diseases, medical advice will be sought, and every effort will be made to enable the person, whether they are a learning disabled member/client or tenant, volunteer or member of staff, to be able to access the scheme if appropriate and to be safe. When making the decision, in the case of projects or day time activities, for the learning disabled member, client, volunteer or member of staff to attend the scheme, the health and safety of other learning disabled members/clients/tenants, volunteers or members of staff will be taken into account and a balanced decision will be made. When a tenant contracts an infectious disease, a risk assessment will be immediately undertaken, medical advice will be sought and all necessary measures will be put in place to ensure that staff and tenants are kept safe and healthy.

Policy Name: Hygiene
Organisation: SoLO Life Opportunities
Last Reviewed: March 2018
Next Review Date: March 2020

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If necessary, we will make contact with the Public Health England for advice.

All staff, volunteers and visitors will be encouraged to follow Public Health England's guidelines for hygiene and members/clients/tenants of the project will be taught by example.

Training will be given, on project, for staff and volunteers to ensure that they follow the correct procedures. Staff involved in cooking duties will be nominated for Food Hygiene training at the earliest opportunity.

Any member of staff or volunteer refusing to follow the procedures will be unable to continue working on the projects or in the tenant's home.



Hand Hygiene for Carers



Transmission of micro-organisms through hands is the most important means of spreading infection. Hands become contaminated with a wide variety of organisms, which are picked up by handling and touching people and objects. Hand washing removes these organisms, thus preventing transmission to others or yourself. Hand washing is the single most important procedure for infection control.

Hands should be washed before:	Hands should be washed after:
<ul style="list-style-type: none">❖ Starting work❖ Serving food or drugs❖ Aseptic procedures e.g. catheter care, PEG feeds❖ Going for a break❖ Leaving for home.	<ul style="list-style-type: none">❖ Taking care of an infected or colonised client❖ Handling Clients❖ Handling clients secretions or excretions❖ Handling contaminated bedding or equipment❖ Visiting the toilet❖ Toileting clients❖ Emptying catheter bags❖ Cleaning❖ Removing gloves worn for care procedures--- And when hands are soiled.

Liquid soap is preferable to bar soap, which can be a source of infection. Hands should be washed under running water and rinsed well before drying with a disposable paper towel. The paper towel can then be used to turn off the taps to prevent the re contamination of hands. Nail brushes should not be used.

In addition to this, nails must be short and without varnish and jewellery is kept to a minimum. Artificial nails should not be worn.

Cuts, sores and wounds should be covered with a waterproof dressing e.g. a waterproof plaster.

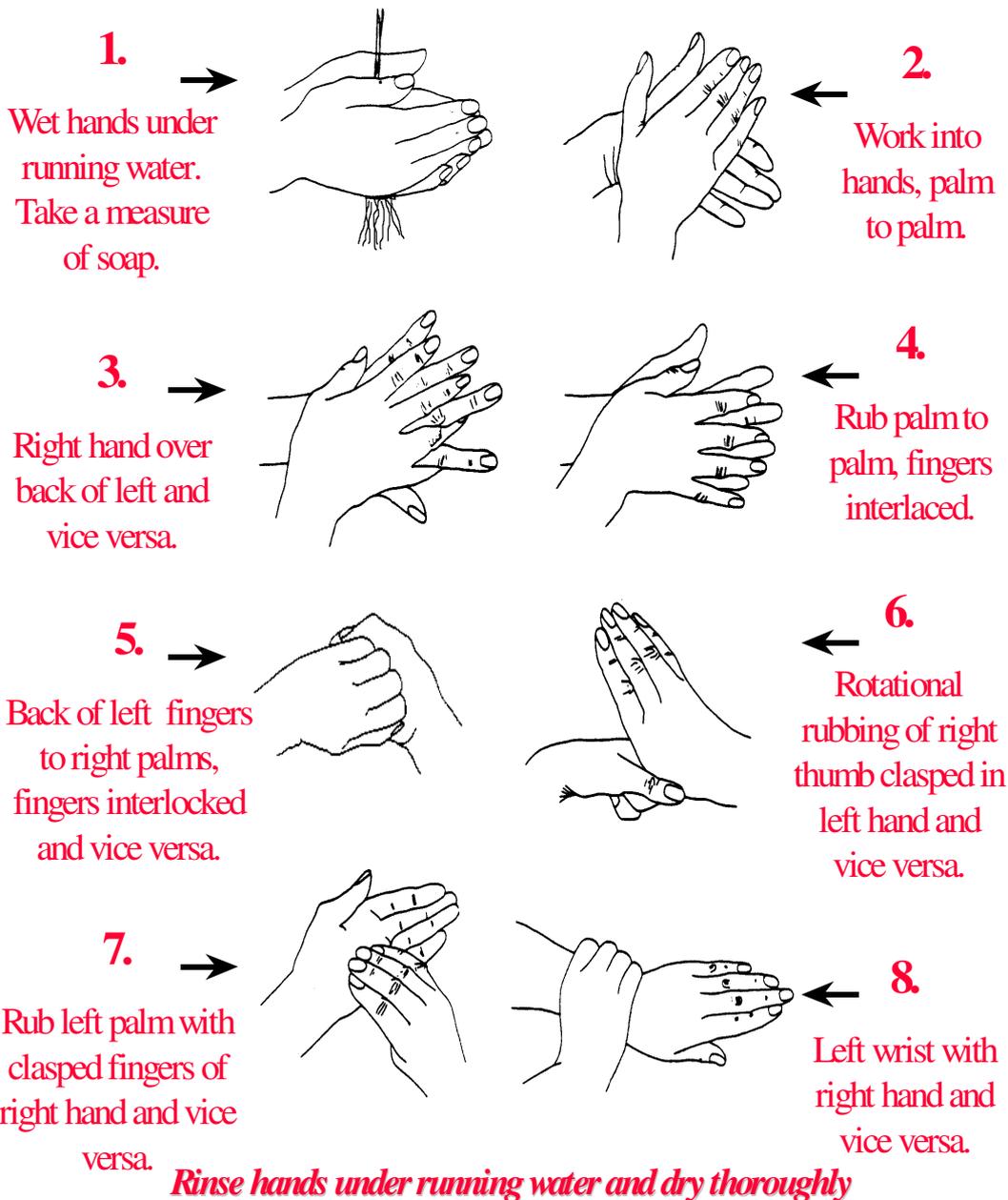
Alcohol Hand Gels and rubs

These are a practical alternative to soap and water. However, alcohol is not a cleaning agent. Hands that are visibly dirty should be washed with soap and water.

Handwashing Technique

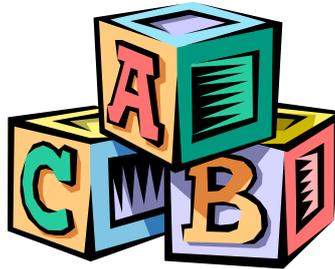
Wash hands using the following 8 steps.

Each step consists of five strokes rubbing backwards and forwards.



West Midlands Regional Group of the Infection Control Nurses Association

Basic Principles of Safe Working Practices



Under no circumstances should you be working if you have poor immunity due to illness or medication or have an infection e.g. flu like illness or diarrhoea or vomiting.

Disposable gloves

These should be worn whenever there might be any contact with blood and body fluids, mucus membranes or non-intact skin. They are not a substitute for hand washing.

- ✚ They should be put on immediately before the task is performed,
- ✚ Then removed and discarded as clinical waste as soon as the procedure is completed.
- ✚ Hands must always be washed after their removal.
- ✚ Gloves should be either non-powdered latex or vinyl. Polythene gloves are not suitable.

Disposable plastic aprons

These should be worn whenever there is a risk of contaminating clothing with blood and body fluids and when the client has a known infection e.g. direct client care. You should discard of them as clinical waste soon as the intended task is completed and wash your hands.

Linked with: Health & Safety & Equal Opportunities Policies
Incident reporting
Cancellation