

## PATHWAYS ABILITIES SOCIETY

### **PROCEDURE: UNIVERSAL PRECAUTIONS, COMMUNICABLE AND INFECTIOUS DISEASES PREVENTION**

**Applies to:** All Personnel, Volunteers and Persons Served

Original Effective Date: April 28, 2003

Effective Date: October 18, 2021

Replaces Procedure Dated: June 22, 2020

#### **General Information**

1. Cover your mouth when coughing or sneezing into the inside of your elbow and wash your hands following. **DO NOT** pass germs on to others.
2. Maintain and safe social distance at all times. Do not shake hands, hug or touch anyone unnecessarily.
3. Masks must be worn unless specific circumstances are identified and or as per policy. Employees are strongly encouraged to wear either masks that are composed of at least three layers of fabric or a medical grade masks. Plastic visors do not provide adequate protection and can only be worn if a three layered mask or medical mask is also being worn.
4. Social distancing is practiced and paramount.
5. Contact sanitization is practiced and paramount.
6. Wear disposable waterproof gloves whenever you expect to come into direct hand contact with blood, other body fluids, or contaminated items or surfaces. This applies to incidents including, but not limited to, caring for nosebleeds, cuts, cleaning up spills, or handling clothes soiled by blood or body fluids. Do not reuse gloves. After each use, remove the gloves without touching the outside and dispose of them in a lined waste container.
7. Wash your hands and any other contacted skin surfaces thoroughly for 30-60 seconds with dispensable soap and minimally warm running water and thoroughly dry with disposable paper towels:
  - Immediately after any accidental contact with; blood, body fluids, drainage from wounds, or with soiled garments, objects or surfaces.
  - Immediately after removing gloves.
  - Before eating, drinking or assisting individuals to eat.
  - Before handling food, cleaning utensils or kitchen equipment.
  - Before and after using the washroom or assisting a person with personal care.
  - Before and after administering medication.
8. When running water is not available, use antiseptic hand cleanser and clean towels or antiseptic towelettes. Use soap and running water as soon as feasible.

9. Clean surfaces and equipment contaminated with blood with soap and water and disinfect them promptly with a fresh solution of bleach (ten parts water to one part bleach) or other disinfectant. While cleaning, wear disposable gloves and use disposable towels whenever possible. Rinse mops or other non-disposable items in the disinfectant.

10. Properly dispose of contaminated materials and label them as bio-hazardous.

- Place blood, body fluids, gloves, bloody dressings and other absorbent materials into appropriately labeled plastic bags or lined waste containers.
- Place needles, syringes and other sharp disposable objects in leak-proof, puncture proof containers.
- Dispose of urine, vomit or feces in the sanitary sewer system.

11. Soiled laundry:

- 1216 St Paul Street: Rinse in the sink in the bottle sorting area and send home in a sealed plastic bag with the person. Do not place in Pathways Abilities Society washers or dryers.
- 123 Franklyn Road: Rinse in the sink in the janitorial room and send home in a sealed plastic bag with the person. Do not place in Pathways Abilities Society washers or dryers.
- Homes: Rinse, soak in disinfectant in a soaker container and wash.
- 2476 Main Street: Rinse in the bathroom sinks and send home in a sealed plastic bag with the person.

12. Do not care for others' injuries if you have any uncovered bleeding or oozing wounds or non-intact skin conditions.

13. Use a mouthpiece, resuscitation bag or other ventilation device when readily available in place of mouth-to-mouth resuscitation.

14. Staff shall immediately report any exposure incident or first-aid incident in accordance with the Incident Reporting policy and procedures.

15. Refer to the COVID-19 Pandemic Prevention at Service Sites procedure for specific information regarding pandemic prevention.

### **Outbreak of Disease - Homes**

1. If a case of gastrointestinal (GI) or respiratory infection (RI) occurs as defined by the Universal Precautions, Communicable and Infectious Disease Prevention Policy then documentation shall be completed in ShareVision and the homes supervisor shall be notified. The following is documented in the person's Health Notables:

- Temperature and time temperature was taken.
- PRNs administered, time they were given and the outcome.
- Any vomiting, fatigue, fainting or dizziness.
- Complete the Elimination Record in ShareVision.
- Follow the contact precautions dictated by Interior Health depending on the mode of transmission of the outbreak.

2. The homes supervisor or designate notifies the medical health officer within 24 hours

after it comes to the attention of the licensee that a home member has as a reportable communicable disease.

3. If two or more cases of RI or three or more cases of GI infection are confirmed the homes supervisor or designate declares an outbreak at the affected home members and notifies the executive director.

4. They complete a reportable incident form and submits to Licensing. Refer to the Incident Reporting Policy and Procedure.

5. The affected individuals do not leave the home until symptoms of illness are no longer present.

6. Staff and visitors are made aware of the outbreak. Visitation to the home (family members may be exempt) will be restricted until such a time as the outbreak is over.

7. Staff at the affected home will only work at the affected home during an outbreak.

8. Universal precautions as outlined in the policy are adhered to.

9. Cleaning frequency will be increased in high touch areas. Any shared equipment between home members will be disinfected and common areas and surfaces will be routinely disinfected, minimally twice daily.

10. An outbreak is declared over under the advice of a Physician or:

- GI: 96 hours has passed with no new cases of GI infection or two incubation periods of the suspect causative organism.
- RI of severe illness or suspected influenza: 8 days without a new case; staff included.
- RI of severe illness due to non-influenza viral or bacterial cause: If after 4 days no other home members display symptoms of illness or in the time period advised by the provincial health authority.
- RI of milder illness due to non-influenza viral pathogen (common cold): 4 days with no new cases.