

POLICY AND PROCEDURE



Solihull
Life
Opportunities

St Andrew's Centre
Pike Drive
Chelmsley Wood
Birmingham
B37 7US

Charity No. 1102297
England Company No.
5025939

Hygiene

Category: staff and volunteers

Introduction

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

Many of our service users 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 feeding of service users.

Policy Statement

Solihull Life Opportunities requires all personnel involved in either of these activities to follow stringent guidelines to ensure that cross-infection is avoided from either service user to staff and volunteer or from service user to service user.

Solihull 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 member, volunteer or member of staff, to be able to access the scheme if appropriate. When making the decision, for the member, volunteer or member of staff to attend the scheme, the health and safety of other members, volunteers or members of staff will be taken into account and a balanced decision will be made.

If necessary, we will make contact with the **Health Protection Agency** for advice.

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Organisation: Solihull Life Opportunities

Date policy issued: December 05 Approved by: SoLO Board of Directors Date: December 05

Amended November 08 Approved by: SoLO Board of Directors Date: 6.11.08

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All staff, volunteers and visitors will be encouraged to follow the Health Protection Agency guidelines for hygiene and members 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.

Any member of staff or volunteer refusing to follow the procedures will be unable to continue working on the scheme.



Birmingham and Solihull Unit

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.

<p>Hands should be washed before:</p> <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. 	<p>Hands should be washed after:</p> <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.
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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

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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.

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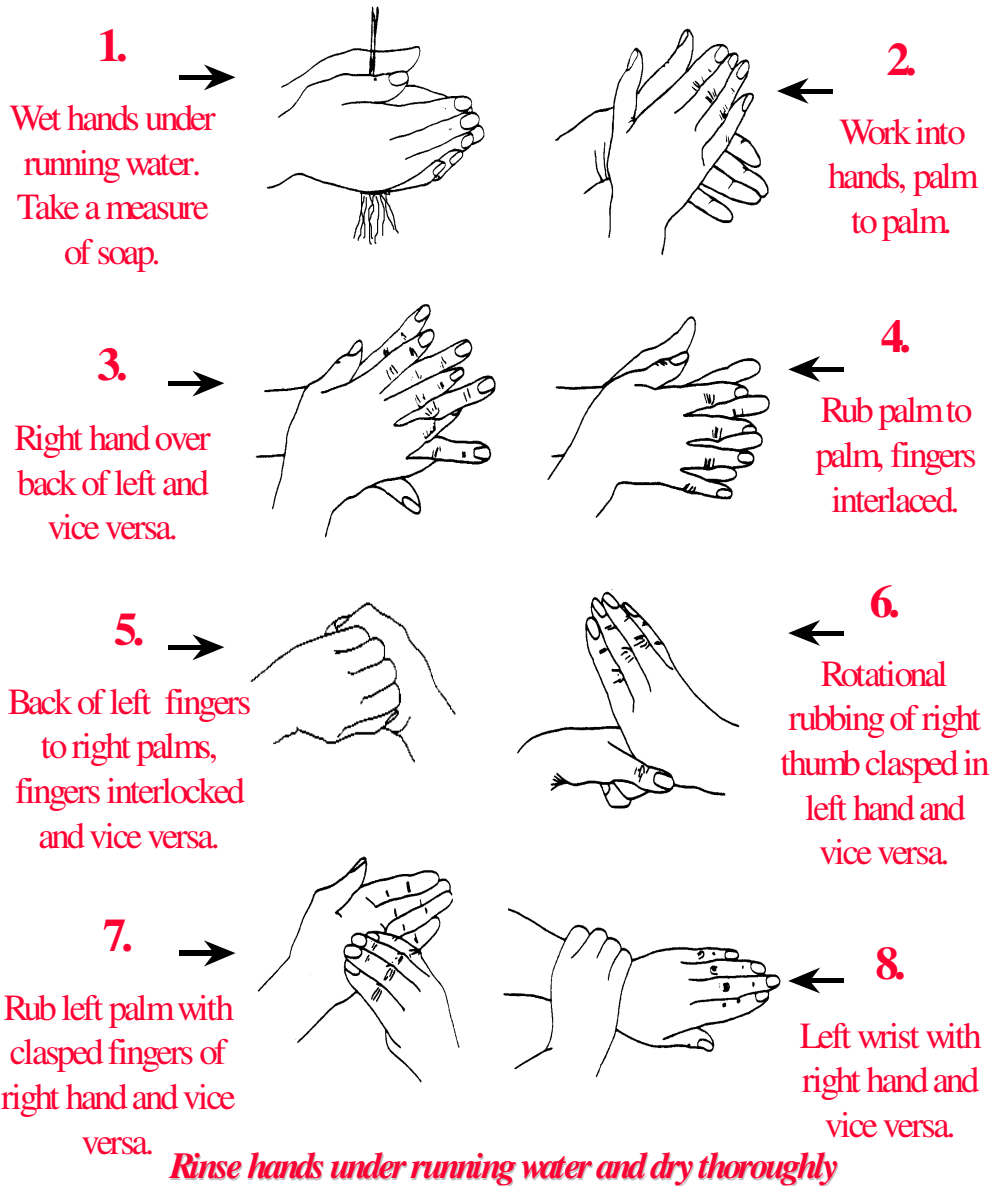
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Handwashing Technique

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

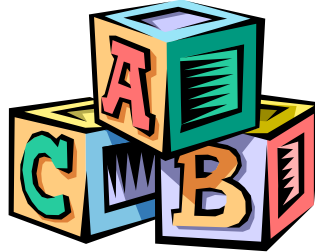
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Basic Principles of Safe Working Practices



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, mucous 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

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