Infection Control Orientation Packet

Stop the Germs Here

Stop of the Spread of Infections in the Work Place

Cobb County Community Services Boards
Douglas County Community Services Boards
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Standard Precautions

The Quality Management Director is Judith Masching and she can be reached at 770-429-5005 or cell phone 770-655-3795.

The Worker’s Compensation Representative is Sharron Jacobs and she can be reached at 770-429-5022
Bio-Medical Waste

This is the bio-hazardous warning label sign. If this is on a container it means that there is contaminated waste inside. Contaminated waste containing blood products from used needles and syringes, blood drawing devices, etc. NEVER put your fingers into this container. These containers are used to contain blood borne pathogens (HIV, Hepatitis B, Hepatitis C and 17 other potential viruses). Safety devices (syringes and needles) are now in use in the agency.

In our agency we use a waste management service and Isolyzer.

Needle stick Protocol for Employees

Report all needle stick injuries IMMEDIATELY! Let your supervisor know and he/she will arrange for coverage for you to get to a hospital emergency room within two hours. Call the injury to DOAS 1-877-656-7475 and a Nurse Manager will assist you in getting to a Emergency Treatment Center. If you know the Source Individual (person who the needle was used on) let your supervisor know during this time.

Personal Protective Equipment

![Gloves](image1.png) ![Mask](image2.png) ![Apron](image3.png) ![CPR](image4.png) ![Goggles](image5.png)

Personal Protective Equipment is to be worn by all staff when cleaning up spills that contain blood and body fluids; during times of sink, toilet, and drain overflows or clogs; and when performing resuscitation. **Shoe covers** are worn if there is contaminated waste on floor from overflowing sinks and toilets.

All personal protective equipment is stored in a container with a lid and a sign on it with the words “Personal Protective Equipment”. Personal Protective Equipment is found at sites and in state vehicles.

Be sure to **wash your hands** after wearing any personal protective equipment. All contaminated personal protective equipment should be disposed of in a trash receptacle.

**After removing gloves always wash your hands.**
Hand Washing Technique

Effective hand washing is a gentle washing of the hands with an antibacterial liquid soap under a stream of water for at least 15 seconds. This prevents the transfer of infectious diseases to yourself and others.

Technique:
Wet hands under warm running water
Wet hands beyond the wrists well enough to work up lather with soap.
Rinse soap lather off downward from wrists to fingertips
Use paper that you dry your hands with to turn off faucet.
Dispose in trash receptacle

Wash hands:
• after arriving at work
• when soiled
• after contact with another person
• after smoking a cigarette
• after using the toilet
• after blowing or wiping the nose
• after contact with blood and/or body fluids, including diapers
• before and after eating
• after wearing gloves for a task.

The CSB uses liquid DIAL antibacterial soap. If you are allergic to DIAL or it causes you to have broken red skin after using it, let your supervisor know and an alternative soap will be discussed for your use.

Illness

Employees are asked NOT to come to work if you have the following symptoms:
• Fever greater than 100 degrees F. (oral and/or otic)
• Fever greater than 99 degrees F. (dermal)
• Two or more episodes of vomiting or diarrhea (not related to antibiotic treatment)
• Any open wounds that are draining and appear infected
• Skin rashes not cleared by your physician
• Chicken pox which are not crusted/dry
• Evidence of head lice or nits
• Any eye infections

Family members of CSB employees should not accompany a staff person to work if there is suspicion of an illness and/or there are any symptoms listed above.
Cleaning agents utilized within the agency are appropriate, effective, and safe for use by employees and around consumers and visitors. The Environment of Care Committee selects all cleaning agents for the agency.

A disinfectant/detergent will be selected that is:
1. Applicable to all surfaces, and will not corrode, bleach or damage.
2. Low in toxicity.
3. Not exhibiting objectionable odors.
4. Effective against all types of dirt and.
5. Active in the presence of contaminants.

MSDS (Material Safety Data Sheets) are found at each site. These sheets help to locate what procedures need to be done in the event of ingestion, spills, splashes to mouth and eyes.

The poison control number is also located in front of MSDS manual.

Clorox bleach may be used when necessary and according to label instructions. Clorox bleach is used to clean mannequins after CPR training.

Storing of Employee Food

Perishable food items brought in from home that will be used for lunch or snacks need to be kept in the refrigerator. Food items are to be kept in a sealed container, labeled, and dated. Any food that is left in the refrigerator will be disposed of on Friday afternoons. Condiments should be dated when opened and discarded according to the expiration date. Any discarded food items should be placed in a covered trash receptacle. This will help to prevent insects and rodents from entering into your workspace.

Employee Education

Not less then yearly will there be Infection Control Training

Throughout the year look for educational in-services/handouts on infection control topics. If there is any infection control topic you would like to know more about, call the Quality Management Director at 770-429-5005.
Hepatitis B Prevention

Hepatitis B is a highly contagious virus that infects the liver in all age groups and can lead to cirrhosis, liver cancer and death in many of those afflicted. This virus is found in the blood and body fluids of infected people and can be spread through sexual contact, sharing of needles or razors, or living in a household with someone who is a carrier of the virus. 10% of those infected carry the virus for longer than 6 months and are known to be carriers. They have no symptoms but can pass the virus on to others. 25% of carriers develop a chronic form of the infection and are at high risk of developing cirrhosis and liver cancer.

There is a vaccine that can prevent the spread of the Hepatitis B virus. The vaccine is given in a series of three injections - #1 during orientation; #2 one to three months later; #3 within one year of first injection but no earlier than three months after the second injection. This means that the third injection can be given within 6 months and up to one year after the first injection.

Employees who have consistent direct contact with consumer care and have not had the Hepatitis series prior to hire are offered the Hepatitis B vaccine.

Hepatitis Forms

- Hepatitis B Facts (read on your own time)
- Important Information about Hepatitis B, Hepatitis B vaccine, and Hepatitis B Immune Globulin must be read before getting the first injection.
- Hepatitis B Declination Form
- Hepatitis B Confirmation Form

Tuberculosis Prevention

The CSB has a continuous comprehensive tuberculin-screening program. Tuberculin screenings are done yearly in the month of July. All employees are administered the screening.

During this screening, employees are asked questions that will help to identify individuals who have been infected with the tuberculosis bacillus.

Employees who can provide documentation of a previous PPD skin test and can provide information about appropriate follow-up for a “positive” skin test will not need tuberculin skin testing.

If an employee refuses PPD skin testing, not because of a previous positive test, will need either a current chest x-ray or a written statement on the office’s letterhead from his/her primary care physician.
HIV

HIV is a virus. Viruses infect the cells that make up the human body and replicate (make new copies of themselves) within those cells. A virus can also damage human cells, which is one of the things that can make a person ill. HIV stands for the 'Human Immunodeficiency Virus'. Someone who is diagnosed as infected with HIV is said to be 'HIV+' or 'HIV positive'. HIV is the virus that causes AIDS. This virus may be passed from one person to another when infected blood, semen, or vaginal secretions come in contact with an uninfected person’s broken skin or mucous membranes. People with HIV have what is called HIV infection.

Standard Precautions

Standard Precautions apply to blood and any other body fluid containing visible blood, semen, vaginal secretions, urine, feces, sputum, vomitus, nasal secretions, breast milk, sweat and tears.

The surest way to prevent infections to yourself or others is to “Wash Your Hands!!!!”

If you do the following tasks you are to wear the following personal protective equipment.

<table>
<thead>
<tr>
<th>TASK</th>
<th>PERSON PROTECTIVE EQUIPMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administering first aid</td>
<td>Gloves, Goggles - severe bleeding, Aprons - severe bleeding</td>
</tr>
<tr>
<td>Changing dressings/cleaning of wounds</td>
<td>Gloves</td>
</tr>
<tr>
<td>Cleaning consumers units including</td>
<td>Gloves</td>
</tr>
<tr>
<td>bathrooms</td>
<td></td>
</tr>
<tr>
<td>Collecting specimens</td>
<td>Gloves</td>
</tr>
<tr>
<td>Emptying trash</td>
<td>Gloves</td>
</tr>
<tr>
<td>Handling soiled linens</td>
<td>Gloves</td>
</tr>
<tr>
<td>Incontinence Care</td>
<td>Gloves; aprons, shoe covers if necessary</td>
</tr>
<tr>
<td>Injections, vein punctures, and finger</td>
<td>Gloves</td>
</tr>
<tr>
<td>sticks</td>
<td></td>
</tr>
<tr>
<td>Plumbing</td>
<td>Goggles, Rubber gloves, shoe covers/boots, apron</td>
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<tr>
<td>(clogged sinks &amp; plugged toilets)</td>
<td></td>
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<tr>
<td>Seclusion and Restraint</td>
<td>Gloves</td>
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</table>

In the event of an injury caused by human bites or any similar trauma the area should be washed thoroughly with soap and water. Body fluids splashed into the eyes or mucus membranes such as the mouth, should be washed out with water only. These injuries must be reported immediately to the appropriate supervisor for follow-up treatment. The injury must be called to DOAS at 1-877-656-7475 for employees only if medical treatment is required.
HEPATITIS B VACCINE
WHAT YOU NEED TO KNOW

1 What is hepatitis B?
Hepatitis B is a serious disease that affects the liver. It is caused by the hepatitis B virus (HBV). HBV can cause:

Acute (short-term) illness. This can lead to:
- loss of appetite
- diarrheas and vomiting
- tiredness
- jaundice (yellow skin or eyes)
- pain in muscles, joints, and stomach

Acute illness is more common among adults. Children who become infected usually do not have acute illness.

Chronic (long-term) infection. Some people go on to develop chronic HBV infection. This can be very serious, and often leads to:
- liver damage (cirrhosis)
- liver cancer
- death

Chronic infection is more common among infants and children than among adults. People who are infected can spread HBV to others, even if they don't appear sick.

- In 2005, about 51,000 people became infected with hepatitis B.
- About 1.25 million people in the United States have chronic HBV infection.
- Each year about 3,000 to 5,000 people die from cirrhosis or liver cancer caused by HBV.

Hepatitis B virus is spread through contact with the blood or other body fluids of an infected person. A person can become infected by:
- contact with a mother’s blood and body fluids at the time of birth;
- contact with blood and body fluids through breaks in the skin such as bites, cuts, or sores;
- contact with objects that could have blood or body fluids on them such as toothbrushes or razors;
- having unprotected sex with an infected person;
- sharing needles when injecting drugs;
- being stuck with a used needle on the job.

2 Hepatitis B vaccine: Why get vaccinated?
Hepatitis B vaccine can prevent hepatitis B, and the serious consequences of HBV infection, including liver cancer and cirrhosis.

Routine hepatitis B vaccination of U.S. children began in 1991. Since then, the reported incidence of acute hepatitis B among children and adolescents has dropped by more than 95% - and by 75% in all age groups.

Hepatitis B vaccine is made from a part of the hepatitis B virus. It cannot cause HBV infection.

Hepatitis B vaccine is usually given as a series of 3 or 4 shots. This vaccine series gives long-term protection from HBV infection, possibly lifelong.

3 Who should get hepatitis B vaccine and when?

Children and Adolescents

- All children should get their first dose of hepatitis B vaccine at birth and should have completed the vaccine series by 6-18 months of age.
- Children and adolescents through 18 years of age who did not get the vaccine when they were younger should also be vaccinated.

Adults

- All unvaccinated adults at risk for HBV infection should be vaccinated. This includes:
  - sex partners of people infected with HBV,
  - men who have sex with men,
  - people who inject street drugs,
  - people with more than one sex partner,
  - people with chronic liver or kidney disease,
  - people with jobs that expose them to human blood,
  - household contacts of people infected with HBV,
  - residents and staff in institutions for the developmentally disabled,
  - kidney dialysis patients,
- people who travel to countries where hepatitis B is common,
- people with HIV infection.

- Anyone else who wants to be protected from HBV infection may be vaccinated.

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<tr>
<th>Who should NOT get hepatitis B vaccine?</th>
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- Anyone with a life-threatening allergy to baker’s yeast, or to any other component of the vaccine, should not get hepatitis B vaccine. Tell your provider if you have any severe allergies.

- Anyone who has had a life-threatening allergic reaction to a previous dose of hepatitis B vaccine should not get another dose.

- Anyone who is moderately or severely ill when a dose of vaccine is scheduled should probably wait until they recover before getting the vaccine.

Your provider can give you more information about these precautions.

Pregnant women who need protection from HBV infection may be vaccinated.

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<tr>
<th>Hepatitis B vaccine risks</th>
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Hepatitis B is a very safe vaccine. Most people do not have any problems with it.

The following mild problems have been reported:

- Soreness where the shot was given (up to about 1 person in 4).
- Temperature of 99.9°F or higher (up to about 1 person in 15).

Severe problems are extremely rare. Severe allergic reactions are believed to occur about once in 1.1 million doses.

A vaccine, like any medicine, could cause a serious reaction. But the risk of a vaccine causing serious harm, or death, is extremely small. More than 100 million people have gotten hepatitis B vaccine in the United States.

<table>
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<tr>
<th>What if there is a moderate or severe reaction?</th>
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<tr>
<th>What should I look for?</th>
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- Any unusual condition, such as a high fever or behavior changes. Signs of a serious allergic reaction can include difficulty breathing, hoarseness or wheezing, hives, paleness, weakness, a fast heart beat or dizziness.

What should I do?

- Call a doctor, or get the person to a doctor right away.

- Tell your doctor what happened, the date and time it happened, and when the vaccination was given.

- Ask your doctor, nurse, or health department to report the reaction by filing a Vaccine Adverse Event Reporting System (VAERS) form.

Or you can file this report through the VAERS web site at www.vaers.hhs.gov, or by calling 1-800-822-7967.

VAERS does not provide medical advice.

<table>
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<tr>
<th>The National Vaccine Injury Compensation Program</th>
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In the event that you or your child has a serious reaction to a vaccine, a federal program has been created to help pay for the care of those who have been harmed.

For details about the National Vaccine Injury Compensation Program, call 1-800-338-2382 or visit their website at www.hrsa.gov/vaccinecompensation.

<table>
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<tr>
<th>How can I learn more?</th>
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- Ask your doctor or nurse. They can give you the vaccine package insert or suggest other sources of information.

- Call your local or state health department.

- Contact the Centers for Disease Control and Prevention (CDC):
  - Call 1-800-232-4636 (1-800-CDC-INFO)
  - Visit CDC websites at: www.cdc.gov/acidod/diseases/hepatitis
  www.cdc.gov/vaccines
  www.cdc.gov/travel

DEPARTMENT OF HEALTH AND HUMAN SERVICES
CENTERS FOR DISEASE CONTROL AND PREVENTION

Vaccine Information Statement (Interim)
Hepatitis B (7/18/07) 42 U.S.C. § 300e-26
HI in the Environment

The following paragraphs briefly address some of the common misconceptions.

Transfusion of blood products is the most frequent cause of infections with HIV in the United States. Although these infections are prevented by blood donors who have tested positive for HIV, the risk of infection remains.

In the environment, HIV is transmitted by infected blood or other body fluids. This risk is particularly high for health care workers, especially those who have been exposed to infected blood or other body fluids. In these situations, the risk of transmission is increased if the infected blood is not properly handled or if the worker is not wearing protective equipment.

Infection can also occur through exposure to HIV in the environment. This risk is particularly high for health care workers who have been exposed to infected blood or other body fluids. In these situations, the risk of transmission is increased if the infected blood is not properly handled or if the worker is not wearing protective equipment.

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Businesses and Other Settings

- Dispose of needles in puncture-proof containers or the reach of children and visitors.
- Wash hands after touching sharps in the event of a needlestick injury.
- Utilize personal protective gear.
- Wear gloves when handling sharps.
- Be vigilant.
- Be proactive.
- Possessing knowledge about high-risk activities involving blood.
- Wash hands thoroughly.
- Be aware.
- Be informed.
- Keep a proper distance from pets.
- Be cautious.

Hospitals

- In hospitals, protective gear should be used to prevent exposure to blood.
- Disinfect exposed skin with soap and water.
- Avoid contact with blood.
- Follow CDC guidelines.
- Wear protective gear.
- Be vigilant.
- Be informed.
- Be proactive.

Although HIV has been eliminated from the environment, the fear of transmission is still prevalent.

Households

- Follow CDC guidelines for exposure to blood.
- Use proper disposal methods.
- Avoid contact with blood.
- Be vigilant.
- Be informed.
- Be proactive.

Special Considerations

- Pregnant women should consult their healthcare provider.
- Infants and children should be monitored closely.
- Pets should be monitored for any signs of illness.
- Follow local and state guidelines.
- Be vigilant.
- Be informed.
- Be proactive.

Handwashing

- Wash hands frequently.
- Use soap and water.
- Use alcohol-based hand sanitizers.
- Be vigilant.
- Be informed.
- Be proactive.
This page contains information about HIV and its transmission. It discusses how HIV is transmitted, its effects on the body, and ways to prevent its spread.
CDC's Role in HIV and AIDS Prevention

In the context of HIV/AIDS prevention programs, the CDC's primary role includes:

- Providing guidance and recommendations to help prevent the transmission of HIV/AIDS.
- Conducting research to understand and prevent the spread of the disease.
- Coordinating with other agencies and organizations to ensure comprehensive public health strategies.
- Educating the public about HIV/AIDS prevention measures.

The CDC is dedicated to providing the scientific community and the public with accurate and up-to-date information on HIV/AIDS prevention and control.

Effectiveness of Condoms

Condoms are one of the most effective methods of preventing HIV transmission. They are highly effective when used correctly and consistently. However, they are not a perfect barrier, and other HIV prevention strategies should be used in conjunction with condoms.

Planned Parenthood

Planned Parenthood provides a variety of reproductive health services, including contraception, STD treatment, and HIV testing. They work to empower individuals to make informed decisions about their health and fertility.

CDC Address:

Centers for Disease Control and Prevention
1600 Clifton Road, Atlanta, GA 30333
Phone: 1-800-CDC-INFO (1-800-232-4636)
Website: www.cdc.gov
Infection Control Orientation Quiz

Hand washing is the number one activity to reduce the spread of infection?  T or F

Bio-hazardous containers contain a warning label sign on the outside?  T or F

The following are considered personal protective equipment: gloves, mask, apron, hat, and goggles?  T or F

Employees are encouraged to come to work when they have a fever greater than 100 degrees F.?  T or F

The agency has a list of approved cleaning agents, but anyone can use their own chemicals and soap if they so choose?  T or F

Hepatitis B is not a contagious virus even though it is found in blood and body fluids of infected persons?  T or F

Tuberculosis prevention consists of screening, and testing if necessary. A positive skin test does not need to be follow-up by a physician?  T or F

Standard Precautions apply to blood and any other body fluid containing visible blood, semen, vaginal secretions, urine, feces, sputum, vomitus, nasal secretions, breast milk, sweat and tears?  T or F

Personal Protective equipment is found in state vehicles and agency sites?  T or F

After wearing gloves the hands do not need to be washed since the hand was protected?  T or F