**Infection Prevention Resources for Outpatient Settings**

Instructions: This resource guide is meant to aid outpatient (ambulatory care) settings in establishing or enhancing their infection prevention program. Under each section, bulleted information provides direct links to resources, guidelines, tools, and other applicable regulations from credible organizations and agencies (such as the Virginia Department of Health, Centers for Disease Control and Prevention, and the Occupational Safety and Health Administration). Nearly all of these resources are available free-of-charge and are current as of the publication date of this document.

*Recommended components of an infection prevention plan and program are in italics.*

Because this guide is not exhaustive, you may wish to supplement with other educational tools and resources from other organizations. The Association for Professionals in Infection Control and Epidemiology (APIC) is one such organization that has infection prevention publications that may be applicable to your setting and are available for purchase on their website (<http://www.apic.org>).

This document was created by the Virginia Department of Health (VDH) Healthcare-Associated Infections (HAI) Program. If you have additional questions about preventing infections in your facility, please contact the VDH HAI Program at 804-864-8141 or your local health department.

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**Establishing an Infection Prevention Plan**

*Every facility that provides outpatient care should have an infection prevention plan that encompasses the entire facility and all services provided, and is consistent with the provisions of the current edition of “Guide to Infection Prevention in Outpatient Settings: Minimum Expectations for Safe Care”, published by the U.S. Centers for Disease Control and Prevention.*

*An individual with training and expertise in infection prevention should participate in the development of infection prevention policies and procedures and should review them to assure they comply with applicable regulations and standards.*

* Centers for Disease Control and Prevention (CDC) Guide to Infection Prevention in Outpatient Settings: Minimum Expectations for Safe Care

<http://www.cdc.gov/HAI/pdfs/guidelines/Ambulatory-Care-04-2011.pdf>

* CDC Infection Prevention Checklist for Outpatient Settings: Minimum Expectations for Safe Care

<http://www.cdc.gov/HAI/pdfs/guidelines/ambulatory-care-checklist-07-2011.pdf>

* 1. *The process for development, implementation and maintenance of infection prevention policies and procedures and the regulations or guidance documents on which they are based should be documented.*
  2. *All infection prevention policies and procedures should be reviewed at least annually by the administrator and appropriate members of the clinical staff. The annual review process and recommendations for changes/updates should be documented in writing.*
  3. *A designated person in the facility should have received training in basic infection prevention, and should also be involved in the annual review.*

**Written Infection Prevention Policies and Procedures**

*Facility infection prevention policies and procedures should be written and include, but not be limited to:*

1. *Procedures for screening incoming patients and visitors for acute infectious illnesses and applying appropriate measures to prevent transmission of community-acquired infection within the facility;*
   * + HICPAC: 2007 Guideline for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings <http://www.cdc.gov/hicpac/pdf/isolation/Isolation2007.pdf>
       - Section II.N: Management of Visitors (pg. 64-65)
       - Section III.A.1.a: Respiratory Hygiene/Cough Etiquette (pg. 67-68)
       - Recommendations: Administrative Measures (pg. 76)
       - Recommendations: Respiratory Hygiene/Cough Etiquette (pg. 80-81)
     + VDH HAI Program
       - Cover Your Cough (sign)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/CoverYourCoughSign.pdf>

* Frequently Asked Questions About Respiratory Hygiene/Cough Etiquette (fact sheet)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/RespiratoryHygieneCoughEtiquette_FAQ.pdf>

1. *Training of all personnel in proper infection prevention techniques;*
   * + CDC’s Guide to Infection Prevention in Outpatient Settings: Minimum Expectations for Safe Care

<http://www.cdc.gov/HAI/pdfs/guidelines/Ambulatory-Care-04-2011.pdf>

* + - * Definition of healthcare personnel (pg. 3)
      * Training timing requirements (pg. 7)
    - Healthcare Infection Control Practices Advisory Committee (HICPAC): 2007 Guideline for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings <http://www.cdc.gov/hicpac/pdf/isolation/Isolation2007.pdf>
      * Section II.C: Education of Healthcare Workers, Patients, and Families (pg. 47-49)
      * Recommendations: Education and Training (pg. 76-77)
    - VDH HAI Program: Prevention Strategies (PowerPoint presentation)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/powerpoint/InfPrevandControlStrategies.pptx>

1. *Correct hand hygiene technique, including indications for use of soap and water and use of alcohol-based hand rubs;*
   * + AORN (Association of periOperative Registered Nurses) Recommended Practices for Hand Hygiene in the Perioperative Setting <http://aornstandards.org/content/1/SEC5.extract>
     + CDC Guideline for Hand Hygiene in Health-Care Settings (2002) <http://www.cdc.gov/mmwr/PDF/rr/rr5116.pdf>
     + CDC Hand Hygiene Interactive Training Course

<http://www.cdc.gov/handhygiene/training/interactiveEducation/>

* + - VDH HAI Program: Hand Hygiene

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/HandHygiene.htm>

* + - * Hand Hygiene (fact sheet)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/HandHygieneFactSheet.pdf>

* + - * Hand Hygiene In-Service for Staff (PowerPoint presentation)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/powerpoint/Hand%20Hygiene%20In-Service_General.ppt>

* + - WHO (World Health Organization) Guidelines for Hand Hygiene in Health Care (2009) <http://whqlibdoc.who.int/publications/2009/9789241597906_eng.pdf>
    - WHO: How to Wash Your Hands (poster) <http://www.who.int/gpsc/5may/How_To_HandWash_Poster.pdf>
    - WHO: How to Rub Your Hands (poster) <http://www.who.int/gpsc/5may/How_To_HandRub_Poster.pdf>

1. *Use of standard precautions;*
   * + HICPAC: 2007 Guideline for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings <http://www.cdc.gov/hicpac/pdf/isolation/Isolation2007.pdf>
       - Section III.A: Standard Precautions (pg. 66-69)
       - Recommendations: Standard Precautions (pg. 77-83)
     + VDH HAI Program: Standard Precautions and Transmission-Based Precautions

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/StandardPrecautions.htm>

* + - * Standard Precautions - for Patients (fact sheet) <http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/StandardPrecautionsPatients.pdf>
      * Standard Precautions - for Providers (fact sheet) <http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/SP_StandardPrecautionsCareProviders.pdf>
      * Standard and Transmission-Based Precautions (poster)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/StandardTransmissionBasedPrecautionsSign.pdf>

1. *Compliance with bloodborne pathogen requirements of the U.S. Occupational Safety & Health Administration;*
   * + Occupational Safety and Health Administration (OSHA): Bloodborne Pathogens and Needlestick Prevention <http://www.osha.gov/SLTC/bloodbornepathogens/index.html>
     + OSHA Bloodborne Pathogen Standard (29 CFR 1910.1030) <http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=10051>
     + OSHA’s Bloodborne Pathogen Standard (fact sheet) <http://www.osha.gov/OshDoc/data_BloodborneFacts/bbfact01.pdf>
     + OSHA: E-Tool for Bloodborne Pathogens <http://www.osha.gov/SLTC/etools/hospital/hazards/bbp/bbp.html>
     + VDH HAI Program: Safe Injection Practices and Bloodborne Pathogen Prevention

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/SafeInjection.htm>

* + Administrator’s Checklist for Safe Injection Practices and Blood Glucose Monitoring (template)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/word/AdministratorsChecklistForSafeBGMandInjectionPractices.doc>

* + [Blood Glucose Monitoring Protocol](http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/word/BloodGlucoseMonitoringProtocolTCFSTEMPLATE.doc) (policy template)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/word/BloodGlucoseMonitoringProtocolTEMPLATE.doc>

* + [Blood Glucose Monitoring: Single-Use Devices vs. Penlets](http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/PosterPatientsPenletsvLancetsBGM.pdf) (poster)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/PosterPatientsPenletsvLancetsBGM.pdf>

* + Bloodborne Pathogens Frequently Asked Questions (fact sheet)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/BBP%20FAQ%20-%20General.pdf>

* + [Bloodborne Pathogens and Blood Glucose Monitoring](http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/powerpoint/BloodGlucoseMonitoringBloodbornePathogensIn-Service.ppt) (PowerPoint presentation)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/powerpoint/BloodGlucoseMonitoringandBloodbornePathogensIn-Service_General.ppt>

* + [Monitoring Tool to Ensure Safe Practices with Blood Glucose Monitoring](http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/excel/BloodGlucoseMonitoringChecklistMonitoringTool.xls) (spreadsheet)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/excel/BloodGlucoseMonitoringChecklistMonitoringTool.xls>

* + OSHA Bloodborne Exposure Control Plan (policy template)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/word/BloodbornePathogensExposureControlPlanTEMPLATE_General.doc>

* + [Practice Safe Blood Glucose Monitoring](http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/PosterPatientsBGM.pdf) (poster)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/PosterPatientsBGM.pdf>

1. *Use of personal protective equipment;*
   * + CDC Guidance for the Selection and Use of Personal Protective Equipment (PPE) in Healthcare Settings (PowerPoint presentation) <http://www.cdc.gov/HAI/ppt/ppe/PPEslides6-29-04.ppt>
     + CDC: How to Don and Remove PPE (poster) <http://www.cdc.gov/HAI/pdfs/ppe/ppeposter1322.pdf>
     + HICPAC: 2007 Guideline for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings <http://www.cdc.gov/hicpac/pdf/isolation/Isolation2007.pdf>
       - Section II.E: Personal Protective Equipment (PPE) for Healthcare Personnel (pg. 49-55)
       - Recommendations: Personal Protective Equipment (pg. 78-79)
     + OSHA: Personal Protective Equipment (PPE) Reduces Exposure to Bloodborne Pathogens (fact sheet) <http://www.osha.gov/OshDoc/data_BloodborneFacts/bbfact03.pdf>
2. *Use of safe injection practices;*
   * + CDC: Sharps Injury Prevention Program Model <http://www.cdc.gov/sharpssafety/pdf/sharpsworkbook_2008.pdf>
     + HICPAC: 2007 Guideline for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings <http://www.cdc.gov/hicpac/pdf/isolation/Isolation2007.pdf>
       - Section II.F.1: Prevention of Needlesticks and Other Sharps-Related Injuries (pg. 55)
       - Section III.A.1.b. Safe Injection Practices (pg. 68-69)
       - Recommendations: Safe Injection Practices (pg. 82-83)
     + One and Only Campaign

<http://www.oneandonlycampaign.org/>

* + - * Healthcare Provider Toolkit

<http://www.oneandonlycampaign.org/content/healthcare-provider-toolkit>

* Frequently Asked Questions (FAQs) Regarding Safe Practices for Medical Injections

<http://www.oneandonlycampaign.org/content/healthcare-professional-faqs>

* + - * Injection Safety: What Every Healthcare Provider Needs to Know (brochure) <http://www.oneandonlycampaign.org/sites/default/files/upload/pdf/SIPC_ProviderBrochure_final_compliant_10-11-11.pdf>
    - OSHA Bloodborne Pathogen Standard (29 CFR 1910.1030) <http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=10051>
    - Unsafe Injection Practices: Outbreaks, Incidents, and Root Causes (video with CME/CE credits available)

<http://www.medscape.org/viewarticle/745695>

* + - VDH HAI Program: Safe Injection Practices and Bloodborne Pathogen Prevention

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/SafeInjection.htm>

* + Frequently Asked Questions About Safe Injection Practices (fact sheet)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/SI_SafeInjectionPractices_General.pdf>

1. *Plans for annual retraining of all personnel in infection prevention methods;*
2. *Procedures for monitoring staff adherence to recommended infection prevention practices; and*

* CDC: Environmental Checklist for Monitoring Terminal Cleaning

<http://www.cdc.gov/HAI/toolkits/Environmental-Cleaning-Checklist-10-6-2010.pdf>

* + - CDC: Options for Evaluating Environmental Cleaning

<http://www.cdc.gov/HAI/pdfs/toolkits/Environ-Cleaning-Eval-Toolkit12-2-2010.pdf>

* + - The Joint Commission: Measuring Hand Hygiene Adherence – Overcoming the Challenges <http://www.jointcommission.org/assets/1/18/hh_monograph.pdf>
    - VDH HAI Program: Environmental Cleaning

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/EnvironmentalCleaning.htm>

* + Environmental cleaning checklist

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/excel/Environmental%20Cleaning%20Checklist.xls>

* + Environmental cleaning checklist for blood spills

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/excel/Environmental%20Cleaning%20Checklist%20for%20Blood%20Spills.xls>

* + - VDH HAI Program: Hand Hygiene

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/HandHygiene.htm>

* + - VDH HAI Program: Safe Injection Practices and Bloodborne Pathogen Prevention

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/SafeInjection.htm>

* + [Monitoring Tool to Ensure Safe Practices with Blood Glucose Monitoring](http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/excel/BloodGlucoseMonitoringChecklistMonitoringTool.xls) (spreadsheet)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/excel/BloodGlucoseMonitoringChecklistMonitoringTool.xls>

1. *Procedures for documenting annual retraining of all staff in recommended infection prevention practices.*

**Written Policies and Procedures for the Management of the Facility, Equipment, and Supplies**

*Written policies and procedures for the management of the facility, equipment and supplies should address the following:*

1. *Access to hand hygiene equipment and adequate supplies (e.g., soap, alcohol-based hand rubs, disposable towels or hot air driers);*
   * + CDC Guideline for Hand Hygiene in Health-Care Settings (2002) <http://www.cdc.gov/mmwr/PDF/rr/rr5116.pdf>
     + WHO Guidelines for Hand Hygiene in Health Care (2009) <http://whqlibdoc.who.int/publications/2009/9789241597906_eng.pdf>
2. *Availability of utility sinks, cleaning supplies and other materials for cleaning, disposal, storage and transport of equipment and supplies;*
3. *Appropriate storage for cleaning agents (e.g., locked cabinets or rooms for chemicals used for cleaning) and product-specific instructions for use of cleaning agents (e.g., dilution, contact time, management of accidental exposures);*
   * + CDC: Guideline for Disinfection and Sterilization in Healthcare Facilities, 2008 <http://www.cdc.gov/hicpac/pdf/guidelines/Disinfection_Nov_2008.pdf>
     + Environmental Protection Agency (EPA): Emergency Planning and Community Right-to-Know Act (EPCRA) Hazardous Chemical Storage Reporting Requirements

<http://www.epa.gov/OEM/content/epcra/epcra_storage.htm>

* + - Healthcare Environmental Resource Center
      * Waste Reduction - Chemicals

<http://www.hercenter.org/wastereduction/cleaningchems.cfm>

* Sterilants and Disinfectants in Healthcare Facilities <http://www.hercenter.org/hazmat/steril.cfm>

1. *Procedures for handling, storing and transporting clean linens, clean/sterile supplies and equipment;*

# CDC and HICPAC: Guidelines for Environmental Infection Control in Health-Care Facilities (2003)

# [http://www.cdc.gov/hicpac/pdf/guidelines/eic\_in\_HCF\_03.pdf](http://www.cdc.gov/hicpac/pdf/guidelines/eic_in_HCF_03.pdf#page=152)

* + - * Section G.IV: Parameters of the Laundry Process (pg. 100-102)
      * Recommendations: Laundry Process (pg. 139)
    - HICPAC: 2007 Guideline for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings <http://www.cdc.gov/hicpac/pdf/isolation/Isolation2007.pdf>
      * Section II.J: Patient Care Equipment and Instruments/Devices (pg. 61)
    - *Infection Control Today*: Healthcare Textiles: Laundry Science and Infection Prevention (report)

<http://www.infectioncontroltoday.com/reports/2011/03/healthcare-textiles-laundry-science-and-infection-prevention.aspx>

1. *Procedures for handling/temporary storage/transport of soiled linens;*
   * + CDC: Basic Infection Control and Prevention Plan for Outpatient Oncology Settings

<http://www.cdc.gov/HAI/settings/outpatient/basic-infection-control-prevention-plan-2011/standard-precautions-d-f.html>

* + - * Section F.8: Handling and Laundering Soiled Linens

# CDC and HICPAC: Guidelines for Environmental Infection Control in Health-Care Facilities (2003)

# [http://www.cdc.gov/hicpac/pdf/guidelines/eic\_in\_HCF\_03.pdf](http://www.cdc.gov/hicpac/pdf/guidelines/eic_in_HCF_03.pdf#page=152)

* + - * Section G.III: Routine Handling of Contaminated Laundry (pg. 99)
      * Recommendations: Routine Handling of Contaminated Laundry (pg. 139)
    - HICPAC: 2007 Guideline for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings <http://www.cdc.gov/hicpac/pdf/isolation/Isolation2007.pdf>
      * Section II.K: Textiles and Laundry (pg. 61-62)
      * Recommendations: Textiles and Laundry (pg. 82)
    - *Infection Control Today*: Healthcare Textiles: Laundry Science and Infection Prevention (report)

<http://www.infectioncontroltoday.com/reports/2011/03/healthcare-textiles-laundry-science-and-infection-prevention.aspx>

* + - OSHA Bloodborne Pathogen Standard: 1910.1030(d)(4)(iv)

<http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=10051#1910.1030(d)(4)(iv)>

* + - OSHA: E-Tool for Contaminated Laundry

<http://www.osha.gov/SLTC/etools/hospital/laundry/laundry.html>

* + - VDH HAI Program: OSHA Bloodborne Exposure Control Plan (policy template)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/word/BloodbornePathogensExposureControlPlanTEMPLATE_General.doc>

1. *Procedures for handling, storing, processing and transporting regulated medical waste in accordance with applicable regulations;*

# CDC and HICPAC: Guidelines for Environmental Infection Control in Health-Care Facilities (2003)

# [http://www.cdc.gov/hicpac/pdf/guidelines/eic\_in\_HCF\_03.pdf](http://www.cdc.gov/hicpac/pdf/guidelines/eic_in_HCF_03.pdf#page=152)

* + - * Section I.3: Management of Regulated Medical Waste in Health-Care Facilities (pg. 113)
      * Recommendations: Handling, Transporting, and Storing Regulated Medical Waste (pg. 143)
    - EPA: Medical Waste

<http://www.epa.gov/osw/nonhaz/industrial/medical/index.htm>

* + - Healthcare Environmental Resource Center: Regulated Medical Waste - Overview

<http://www.hercenter.org/rmw/rmwoverview.cfm>

* + - VDH HAI Program: OSHA Bloodborne Exposure Control Plan (policy template)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/word/BloodbornePathogensExposureControlPlanTEMPLATE_General.doc>

* + - Virginia Administrative Code (9VAC20-120): Regulated Medical Waste Management Regulations

<http://lis.virginia.gov/000/reg/TOC09020.HTM.HTM#C0120>

* Virginia Department of Environmental Quality (DEQ): Management of Regulated Medical Waste

# <http://www.deq.virginia.gov/Programs/LandProtectionRevitalization/SolidHazardousWasteRegulatoryPrograms/MedicalWaste.aspx>

# Other regional or local rules for handling, storing, processing, and/or transporting of regulated medical waste may apply. Please contact the appropriate regional DEQ office for more information. <http://www.deq.virginia.gov/AboutUs/Contacts.aspx>

1. *Procedures for the processing of each type of reusable medical equipment between uses on different patients. The procedure should address: (i) the level of cleaning/disinfection /sterilization to be used for each type of equipment, (ii) the process (e.g., cleaning, chemical disinfection, heat sterilization); and (iii) the method for verifying that the recommended level of disinfection/sterilization has been achieved. The procedure should reference the manufacturer’s recommendations and any applicable state or national infection control guidelines;*

# CDC and HICPAC: Guidelines for Environmental Infection Control in Health-Care Facilities (2003)

# [http://www.cdc.gov/hicpac/pdf/guidelines/eic\_in\_HCF\_03.pdf](http://www.cdc.gov/hicpac/pdf/guidelines/eic_in_HCF_03.pdf#page=152)

* + - * Section E.1: Principles of Cleaning and Disinfecting Environmental Surfaces (pg. 71-73)
      * Section E.2: General Cleaning Strategies for Patient-Care Areas (pg. 74)
      * Recommendations: Cleaning and Disinfecting Strategies for Environmental Surfaces in Patient-Care Areas (pg. 133)
    - CDC: Guideline for Disinfection and Sterilization in Healthcare Facilities, 2008 <http://www.cdc.gov/hicpac/pdf/guidelines/Disinfection_Nov_2008.pdf>
    - EPA: Pesticide Product Label System

<http://iaspub.epa.gov/apex/pesticides/f?p=PPLS:1>

* + - EPA: Selected EPA-Registered Disinfectants

<http://www.epa.gov/oppad001/chemregindex.htm>

* + - FDA: Reprocessing of Single-Use Devices

<http://www.fda.gov/MedicalDevices/DeviceRegulationandGuidance/ReprocessingofSingle-UseDevices/default.htm>

* + - FDA-Cleared Sterilants and High Level Disinfectants with General Claims for Processing Reusable Medical and Dental Devices – March 2009

<http://www.fda.gov/MedicalDevices/DeviceRegulationandGuidance/ReprocessingofSingle-UseDevices/ucm133514.htm>

* + - HICPAC: 2007 Guideline for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings <http://www.cdc.gov/hicpac/pdf/isolation/Isolation2007.pdf>
      * Section II.J: Patient Care Equipment and Instruments/Devices (pg. 61-62)
      * Recommendations: Patient Care Equipment and Instruments/Devices (pg. 81)

1. *Procedures for appropriate disposal of non-reusable equipment;*
   * + EPA: Medical Waste

<http://www.epa.gov/osw/nonhaz/industrial/medical/index.htm>

* + - Healthcare Environmental Resource Center: Regulated Medical Waste - Overview

<http://www.hercenter.org/rmw/rmwoverview.cfm>

* + - Virginia Administrative Code (9VAC20-120): Regulated Medical Waste Management Regulations

<http://lis.virginia.gov/000/reg/TOC09020.HTM.HTM#C0120>

* Virginia Department of Environmental Quality (DEQ): Management of Regulated Medical Waste

# <http://www.deq.virginia.gov/Programs/LandProtectionRevitalization/SolidHazardousWasteRegulatoryPrograms/MedicalWaste.aspx>

# Other regional or local rules for disposal of non-reusable equipment may apply. Please contact the appropriate regional DEQ office for more information. <http://www.deq.virginia.gov/AboutUs/Contacts.aspx>

1. *Policies and procedures for maintenance/repair of equipment in accordance with manufacturer recommendations;*
2. *Procedures for cleaning of environmental surfaces with appropriate cleaning products;*
   * + CDC: Guideline for Disinfection and Sterilization in Healthcare Facilities, 2008 <http://www.cdc.gov/hicpac/pdf/guidelines/Disinfection_Nov_2008.pdf>

# CDC and HICPAC: Guidelines for Environmental Infection Control in Health-Care Facilities (2003)

# [http://www.cdc.gov/hicpac/pdf/guidelines/eic\_in\_HCF\_03.pdf](http://www.cdc.gov/hicpac/pdf/guidelines/eic_in_HCF_03.pdf#page=152)

* + - * Section E.1: Principles of Cleaning and Disinfecting Environmental Surfaces (pg. 71-73)
      * Section E.2: General Cleaning Strategies for Patient Care Areas (pg. 74-77)
      * Recommendations: Cleaning and Disinfecting Strategies for Environmental Surfaces in Patient-Care Areas (pg. 133)
    - HICPAC: 2007 Guideline for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings <http://www.cdc.gov/hicpac/pdf/isolation/Isolation2007.pdf>
      * Section II.I: Environmental Measures (pg. 60-61)
      * Recommendations: Care of the Environment (pg. 81-82)
    - VDH HAI Program: Environmental Cleaning

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/EnvironmentalCleaning.htm>

* + Frequently Asked Questions About Environmental Cleaning and Disinfection (fact sheet)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/EnvCleaningFactSheet%20-%20General.pdf>

1. *An effective pest control program, managed in accordance with local health and environmental regulations; and*
   * + CDC: Pictorial Key to Animals of Public Health Significance: <http://www.cdc.gov/nceh/ehs/Publications/Pictorial_Keys.htm>
     + CDC: What Is Integrated Pest Management? (fact sheet) <http://www.cdc.gov/nceh/ehs/Docs/What_Is_Integrated_Pest_Management.pdf>
     + CDC and EPA: Joint Statement on Bed Bug Control <http://www.cdc.gov/nceh/ehs/Docs/Joint_Statement_on_Bed_Bug_Control_in_the_US.pdf>
     + VDH Bedding and Upholstered Furniture Inspection Program <http://www.vdh.virginia.gov/EnvironmentalHealth/Food/Bedding/contact.htm>

1. *Other infection prevention procedures necessary to prevent/control transmission of an infectious agent in the facility as recommended or required by the department.*
   * + CDC: Prevention Strategies for Seasonal Influenza in Healthcare Settings

<http://www.cdc.gov/flu/professionals/infectioncontrol/healthcaresettings.htm>

* + - HICPAC: Guideline for the Prevention and Control of Norovirus Gastroenteritis Outbreaks in Healthcare Settings

<http://www.cdc.gov/hicpac/pdf/norovirus/Norovirus-Guideline-2011.pdf>

* + - HICPAC: Norovirus Prevention Toolkit

<http://www.cdc.gov/hicpac/pubs.html#noro-tk>

* + - VDH HAI Program: Other Infections and Conditions (includes norovirus, influenza, scabies, and tuberculosis)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/OtherInfections.htm>

**Employee Health Program**

*The employee health program should include:*

1. *Access to recommended vaccines;*
   * + CDC: Adult Vaccination Schedule (published annually) <http://www.cdc.gov/vaccines/recs/schedules/downloads/adult/mmwr-adult-schedule.pdf>
     + CDC: Immunization of Health-Care Personnel: Recommendations of the Advisory Committee on Immunization Practices (ACIP) (2011)

<http://www.cdc.gov/mmwr/pdf/rr/rr6007.pdf>

<http://www.immunize.org/catg.d/p2017.pdf> (summary of recommendations)

* + - OSHA Bloodborne Pathogens Standard - Section 1910.1030(f): Hepatitis B Vaccination and Post-exposure Evaluation and Follow-up

<http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=10051>

* + - VDH Division of Immunization

<http://www.vdh.virginia.gov/epidemiology/Immunization/>

* + - * Healthcare Personnel (HCP) and Vaccinations

<http://www.vdh.virginia.gov/epidemiology/Immunization/HCPersonnel/index.htm>

* + - * Information for Providers (Immunization Manual)

<http://www.vdh.virginia.gov/epidemiology/Immunization/providers.htm>

* + - VDH HAI Program: Vaccination Information for Infection Preventionists

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/vaccination.htm>

1. *Procedures for assuring that employees with communicable diseases are identified and prevented from work activities that could result in transmission to other personnel or patients;*
   * + CDC: Prevention Strategies for Seasonal Influenza in Healthcare Settings

<http://www.cdc.gov/flu/professionals/infectioncontrol/healthcaresettings.htm>

* + - HICPAC: 2007 Guideline for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings <http://www.cdc.gov/hicpac/pdf/isolation/Isolation2007.pdf>
      * Type and Duration of Precautions Recommended for Selected Infections and Conditions (pg. 94-116)
    - HICPAC: Guideline for the Prevention and Control of Norovirus Gastroenteritis Outbreaks in Healthcare Settings

<http://www.cdc.gov/hicpac/pdf/norovirus/Norovirus-Guideline-2011.pdf>

* VDH HAI Program: Help Protect Your Co-Workers From Influenza (sign)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/Flu_ProtectOurCoworkers_Sign.pdf>

1. *An exposure control plan for bloodborne pathogens;*
   * + OSHA: Model Plans and Programs for the OSHA Bloodborne Pathogens and Hazard Communications Standards

<http://www.osha.gov/Publications/osha3186.pdf>

* + - OSHA: E-Tool for Sample Exposure Control Plan <http://www.osha.gov/SLTC/etools/hospital/hazards/tb/sampleexposurecontrolplan.html>
    - VDH HAI Program: OSHA Bloodborne Exposure Control Plan (policy template)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/word/BloodbornePathogensExposureControlPlanTEMPLATE_General.doc>

1. *Documentation of screening and immunizations offered/received by employees in accordance with statute, regulation or recommendations of public health authorities, including documentation of screening for tuberculosis and access to hepatitis B vaccine;*
   * + OSHA: Hepatitis B Vaccination Protection (fact sheet) <http://www.osha.gov/OshDoc/data_BloodborneFacts/bbfact05.pdf>
     + VDH Tuberculosis Control and Prevention Program

<http://www.vdh.state.va.us/tb>

1. *Compliance with requirements of the U.S. Occupational Safety & Health Administration for reporting of workplace-associated injuries or exposure to infection.*
   * + OSHA: Bloodborne Pathogen Exposure Incidents (fact sheet) <http://www.osha.gov/OshDoc/data_BloodborneFacts/bbfact04.pdf>
     + OSHA: Recording and Reporting Occupational Injuries and Illness (29 CFR 1904) <http://www.osha.gov/pls/oshaweb/owastand.display_standard_group?p_part_number=1904&p_toc_level=1>

**Policies and Procedures for Patient Education, Follow-Up, and Reporting**

*The facility should develop, implement and maintain policies and procedures for the following patient education, follow up, and reporting activities:*

1. *Discharge instructions for patients, to include instructions to call or return if signs of infection develop;*

* VDH HAI Program: Tips for Preventing Infection Following Surgery (patient education flyer)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/DischargeInfPrevTips.pdf>

1. *A procedure for surveillance, documentation and tracking of reported infections; and*

* HICPAC: 2007 Guideline for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings <http://www.cdc.gov/hicpac/pdf/isolation/Isolation2007.pdf>
  + Section II.B: Surveillance for Healthcare-Associated Infections (pg. 46-47)
  + Recommendations: Surveillance (pg. 77)
* Society for Healthcare Epidemiology of America (SHEA)/Infectious Disease Society of America (IDSA) HAI Prevention Compendium: Frequently Asked Questions about Surgical Site Infections

<http://www.cdc.gov/HAI/pdfs/ssi/SSI_largertext.pdf>

* VDH HAI Program: HAI Surveillance

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/surveillance.htm>

* + How to Identify an Outbreak of Communicable Disease (fact sheet)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/pdf/HowToIdentifyAnOutbreak.pdf>

* + Monthly Infection Surveillance Tracking Sheet

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/excel/MonthlyInfectionSurveillanceTrackingSheet.xls>

* + Staff Gastrointestinal Illness Log (spreadsheet)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/excel/GI_IllnessLog-Staff.xls>

* + Staff Respiratory Illness Log (spreadsheet)

<http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/excel/RespiratoryIllnessLog-Staff.xls>

* + Surveillance in Healthcare Facilities (fact sheet)

http://www.vdh.virginia.gov/epidemiology/surveillance/hai/documents/word/SurveillanceHealthcareFacilities.docx

1. *Policies and procedures for reporting conditions to the local health department in accordance with the Regulations for Disease Reporting and Control (12VAC5-90), including outbreaks of disease.*
   * + All physicians and persons in charge of medical care facilities are required to report suspected/confirmed outbreaks as well as individual cases of diseases/conditions on the Virginia Reportable Disease List.
     + Contact information for Virginia’s health districts and their component city and county health departments

<http://www.vdh.virginia.gov/LHD/index.htm>

* + - Virginia Department of Health, Office of Epidemiology
      * Virginia Reportable Disease List <http://www.vdh.state.va.us/epidemiology/documents/pdf/reportable_disease_list.pdf>
      * Regulations for Disease Reporting and Control in Virginia

<http://www.vdh.state.va.us/epidemiology/documents/pdf/regs.pdf>

* + - * Reporting Form (Epi-1) <http://www.vdh.state.va.us/epidemiology/documents/pdf/Epi1.pdf>
      * Outbreak Reporting Requirement (fact sheet) <http://www.vdh.state.va.us/epidemiology/documents/pdf/Fact_Sheet_Outbreak_Reporting_Requirement_07012008_2.pdf>