

NORTHCARE NETWORK

POLICY TITLE: Infection Control	CATEGORY: Personnel	
EFFECTIVE DATE: 1/1/15	BOARD APPROVAL DATE: 4/22/15	
REVIEW DATE: 3/24/22	REVISION(S) TO POLICY STATEMENT: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	OTHER REVISION(S): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
RESPONSIBLE PARTY: Human Resources Coordinator	CEO APPROVAL DATE: 4/5/22 Dr. Tim Kangas, CEO	

APPLIES TO

NorthCare Network Personnel

POLICY

It is the policy of NorthCare Network to maintain an active Infection Control Program

PURPOSE

The purpose of this policy is to define a program that addresses the concerns of infection control among consumers, visitors, and staff of the agency, as well as defining protocols and practices designed to prevent, identify, mitigate, and monitor the incidence of infections and communicable diseases of both consumers and staff.

DEFINITIONS

N/A

REFERENCES

Centers for Disease Control and Prevention (CDC)

HISTORY

NEW POLICY: 1/1/15

REVISION DATE: 11/27/17, 5/27/21

REVIEW DATE: 4/7/15, 3/1/16, 1/20/17, 11/27/17, 11/24/18, 9/24/19, 7/29/20, 5/27/21, 3/24/22

CEO APPROVAL DATE: 4/7/15, 3/7/16, 2/7/17, 12/11/17, 12/4/18, 10/10/19, 8/4/20, 6/1/21, 4/5/22

BOARD APPROVAL DATE: 4/22/15

PROCEDURES

NorthCare Network will take proactive steps to protect the workplace in the event of an infectious disease outbreak. Employees are encouraged to engage in good hygiene practices while at work, especially hand washing with soap and water or, if water is not available, using alcohol-based disposable hand wipes or gel sanitizers.

In the event of an infectious disease outbreak, the Chief Executive Officer may designate a committee to monitor and coordinate events around the outbreak, as well as to ensure established work rules are followed to promote safety through infection control. NorthCare Network is committed to providing authoritative information about the nature and spread of infectious diseases, including symptoms and signs to watch for, posters, as well as required steps to be taken in the event of an illness or outbreak.

Employees are encouraged and may be required to use earned Paid Time Off in effort to ensure employees not attend the workplace while displaying symptoms of illness or if subject to quarantine directives.

A. A flu pandemic may have an impact on any or all the following:

- Cancellation of scheduled vacations
- Approval of overtime
- Re-assignment of staff to different job duties and functions
- Additional use of part-time staff

It is the goal of NorthCare Network, during any time of quarantine or infectious disease outbreak, to strive to operate effectively and ensure that all essential services are continuously provided, and employees are safe within the workplace.

Although employees are not routinely exposed to bodily fluids throughout the course of their duties, if an accidental exposure does occur, employees are required to follow the universal/standard precautions recommended by the Centers for Disease Control and Prevention (CDC) in handling any fluid that might contain blood or other body fluids. Universal/Standard Precautions require treating all blood and fluids that may contain blood or blood products as potentially infectious. Universal precautions are intended to prevent exposure to human blood or other body fluids. The routes of transmission for occupational exposure are:

- Puncture of the skin with a contaminated sharp object,
- Contact with broken skin, and
- Splash to mucous membranes of the eye, nose, or mouth.

B. Universal precautions may include the following practices:

- Wear gloves, masks, and protective eyewear
- Wash hands and other skin surfaces
- Use care with sharp objects
- Disinfect all contaminated surfaces
- Use proper disposal containers
- Use protective resuscitation masks for CPR
- Do not eat, drink, apply cosmetics or lip balm, smoke, or handle contact lenses where exposure may occur

C. Post Exposure Incident Protocol:

An exposure incident is an incident that results from the performance of an employee's duties in which there is specific contact with the eye, mouth, other mucous membrane, non-intact skin, or parenteral contact with blood or other potentially infectious materials. This would also include an accidental exposure to an airborne illness, such as Tuberculosis. Employees shall report all such exposure incidents to their immediate supervisor and/or the Human Resource Coordinator and seek emergency treatment at the closest Medical Facility. An adverse incident form will be completed immediately following resolution of the incident. Centers for Disease Control (CDC) recommendations regarding such exposure shall be followed.