



OREGON YOUTH AUTHORITY

Policy Statement

Part I – Administrative Services



Subject

Infection Control

Section – Policy Number:

C: Property Management - 8.3

Supersedes:

**I-C-8.3.a. (08/08)
- Info Letter
I-C-8.3 (12/07)**

Effective Date:

11/14/2008

Date of Last Revision:

07/29/2011

Related Standards and References:

- American Correctional Association, *Standards for Juvenile Correctional Facilities*; 3-JTS-4C-23 (Health Screenings and Examinations); 3-JTS-4C-24 (Health Screenings and Examinations)
- National Commission on Correctional Health Care, *Standards for Health Services in Juvenile Detention and Confinement Facilities* Y-B-01 (Infection Control Program); Y-B-03 (Kitchen Sanitation and Food Handlers); Y-B-04 (Ectoparasite Control)
- Centers for Disease Control and Prevention, www.cdc.gov
- Oregon Health Department form 48-17A (Treatment of Latent Tuberculosis Infection), page 1
- [Infection Control Resource Guide](#)
- [OYA Bloodborne Pathogens Plan](#)
- [OYA Agency Pandemic Response Plan](#)
- [OYA Policy](#): 0-2.1 (Professional Standards)
0-7.0 (Use of Electronic Information Assets and Systems)
I-E-2.3 (Requests for Offender, Reports, and Other Materials)
II-D-1.0 (Facility Health Services)
II-D-2.0 (HIV Testing of Offenders)
I-C-8.1 (Bloodborne Pathogens)
- [JJIS Policy](#): User Security
- [OYA forms](#): YA 4491 (OYA Health Status/Transfer Sheet)
YA 8409 (State Vehicle Safety Kit Contents List)
YA 8410 (Rescue Kit Contents List)
YA 8411 (First Aid Kit Contents List)
YA 8412 (Notice of Potential Contamination of Offender Personal Property)

Related Procedures:

[Local Operating Protocols](#)

Policy Owner:

Health Services Director

Approved:

Bobby S. Mink, Interim Director

I. PURPOSE:

This policy describes the essential elements of OYA's plan to minimize staff and offender exposure to communicable and infectious ectoparasites and diseases commonly found in settings where close contact between humans occurs, such as in correctional settings. The policy outlines specific OYA requirements to prevent or contain infectious ectoparasites or diseases applicable to all OYA facilities and offices.

This includes requirements for communication between OYA facilities discharging offenders and OYA facilities or community placements receiving offenders.

OYA's comprehensive Infection Control Plan includes the agency's Bloodborne Pathogens Plan. All parts of this plan are available for staff reference on OYA Net in the [Health Services](#) site, under the "[Infection Control](#)" tab.

II. POLICY DEFINITIONS:

Sanitizing: Sanitizing, as used in this policy, is the thorough disinfection of items or surfaces. Sanitizing requires the use of a solution of bleach and water (1 part bleach for every 10 parts water) or if a bleach solution is not available, a hospital grade disinfectant. (Bleach solution is preferred due to its efficacy in sanitizing the broadest spectrum of pathogens.) The item or surface being sanitized must remain wet with the bleach solution for a minimum of 30 second before it is dried. This requirement does not apply to phones, computers and other electronics which will be sanitized using specialized products made for this purpose in order to avoid damaging them.

Ectoparasites: Parasites (such as lice [pediculosis] and scabies) that live on the skin, are communicable, and may lead to secondary infections.

Personal Protective Equipment (PPE): Specialized clothing or equipment worn by staff for protection against a hazard. PPE includes latex, nitrile, or vinyl waterproof gloves, gowns, laboratory coats, disposable jumpsuits, face shields or masks, eye protection, and CPR mouth guards.

Universal Precautions: A proactive approach to infection control which treats all human blood and certain human body fluids as if they were infectious. Universal Precautions include use of PPE.

III. POLICY

OYA is committed to staff and offender safety, as reflected in OYA's mission and values. To that end, minimizing exposure to communicable and infectious ectoparasites and diseases in the workplace is critical.

The OYA's Infection Control Plan includes –

- This policy (I-C-8.3, Infection Control);
- OYA Policy I-C-8.1 (Bloodborne Pathogens);
- OYA's Bloodborne Pathogens Plan (YA 9580); and

- OYA Infection Control Resource Guide.

The OYA Infection Control Resource Guide provides staff with information on a variety of ectoparasites and infectious diseases. The information includes detection, contagion, risk, prevention, and handling infections in a correctional environment.

IV. INFECTION CONTROL COMMITTEE

- A. OYA's Health Services Director chairs the agency's Infection Control Committee.
- B. Other members of the committee include the OYA Safety Manager, Assistant Director Facilities Services (or designee), Assistant Director Community Services (or designee), OYA facility Health Services managers, and representatives from collective bargaining units under contract with OYA.
- C. Responsibilities of the Infection Control Committee include: infection tracking, review of response to significant or widespread outbreaks, recommendations for improving response effectiveness, annual review and updating of the OYA Infection Control Plan, [OYA Agency Pandemic Response Plan](#), and overall quality improvement of the OYA's Infection Control Program.

V. GENERAL STANDARDS

- A. Universal Precautions, Personal Protective Equipment (PPE), and Hand Washing.
 - 1. Staff will use and apply universal precautions in the workplace at all times.
 - 2. Staff and offenders will be required to wear latex, vinyl, or nitrile gloves when engaging in cleaning activities, sanitizing surfaces, performing laundry duties, or working in dining rooms, kitchens and canteens.
 - 3. Disposable gowns and/or jumpsuits will be available in all facilities for use when potentially coming into contact with blood, body fluids or fecal matter.
 - 4. Disposal of potentially contaminated gloves, gowns, jumpsuits, disposable protective sheets, and emesis (vomit) bags will be handled by placing them in a covered hazardous waste container, or placing them in a red hazardous waste bag and tying the bag closed.
 - 5. Hazardous waste will be disposed of per OSHA rules.
 - 6. Staff and offenders will wash their hands with soap and water, or instant hand sanitizer if water is not available, after the removal of gloves.

7. As a general practice, staff and offenders will routinely wash their hands with soap and warm water throughout the day. Hand washing should last at least 15 seconds, as the sustained friction during hand washing destroys bacteria.

B. Transporting Offenders between Facilities or to and from the Community

1. Facility Health services staff will complete OYA form YA 4491 (Health Status/Transfer Sheet) for each offender being transported out of a facility to another facility, or to a community placement.
2. If the offender has complex or acute medical needs or a communicable disease, facility Health Services staff will make verbal contact with the receiving facility prior to transport.
3. Transport vehicles will be stocked with PPE.

See OYA form YA 8409 (State Vehicle Safety Kit Contents).

4. Community staff will communicate with facility health services staff if they know an offender they are transporting from the community to an OYA facility has an infectious disease.
5. Clothing and personal property of incoming or outgoing offenders, or clothing sent in by the offender's family will be sanitized or bagged and tagged, following procedures for limiting the spread of infectious disease as reflected in facility and field procedures.
6. Vehicles used to transport offenders will be sanitized between transports.
 - a) Vehicle seats made of vinyl or leather, or vehicle vinyl seat coverings will be sanitized using 1 part bleach for every 10 parts water.
 - b) Cloth vehicle seats will be covered with disposable plastic-lined sheeting during transports. The sheeting will be discarded after each use. (Sheeting is available through the MacLaren Warehouse)

If it appears the cloth vehicle seat has been contaminated, a pump-spray disinfectant may be used to thoroughly soak the contaminated area. The vehicle must not be used for additional transports until the disinfected area is dry.

C. Offenders Working in Kitchens, Dining Areas, Canteens, Laundry, Barbering, or Cosmetology Programs

1. Offenders will not work in kitchens, dining areas, canteens, laundry areas, barbering or cosmetology programs until they have resided at a facility for a minimum of 30 days.

2. Offenders working in kitchens and canteens must possess valid food handler cards.
3. Health Services staff will notify unit management of work or school program restrictions for any offenders with known infectious diseases that can be transmitted by casual contact.
4. Offenders diagnosed by Health Services staff with an infectious wound that is draining are required to wear a bandage over the wound.
5. Offenders diagnosed with infectious hand wounds will not work in the kitchen, dining, laundry, barbering, or cosmetology programs.

D. Contact Sports, Swimming Pools, and Water Features

1. Offenders diagnosed with infectious skin conditions are prohibited from participating in contact sports, or entering fitness rooms, pools, or water features until cleared by Health Services staff.
2. Staff in charge of swimming pools or water features will ensure Chlorine and water temperature are consistently at recommended levels, and filters are not clogged.
3. If a pool or water feature is contaminated with blood, body fluids, or fecal matter, it will be posted as off-limits and will not be used until proper sanitation measures have been taken to disinfect it.

E. Offenders Sharing Combs, Clothes, and Hygiene Items.

1. Offenders are prohibited from sharing combs, brushes, personal clothing, hygiene items, makeup products, pillows, blankets, throws, stuffed toys, disposable razors, hats or headgear (such as earphones).
2. Fingernail clippers must be sanitized after each use.
3. Clothing items used for gym activities (e.g. uniforms or pennies) must be laundered between each use.
4. The following non-disposable items used in barbering or cosmetology programs by more than one offender will be sanitized between each use:
 - a) Electric razors;
 - b) Hair clippers;
 - c) Fingernail clippers;
 - d) Combs;

- e) Scissors;
- f) Other non-disposable items.

- 5. Clothing or shoes that are re-issued to other offenders will be washed and dried (if not washable, sanitized) before issuing to another offender.
- 6. Hot or cold packs will not be provided to offenders to apply to abscesses or boils because draining wounds will contaminate the hot or cold packs. The packs can also explode when heated too long in a microwave oven.

Instead, staff will provide wet warm towels or washcloths to apply to abscesses, boils or other conditions that require moist heat. A wet towel or washcloth may also be heated in the microwave and used for this purpose.

Staff must ensure microwave ovens are sanitized immediately after heating wet towels or washcloths before the oven is used for cooking food.

Cold packs can be used for conditions that require cold compresses and should be disinfected after each use.

- 7. The precautions listed in Section E of this policy will be posted in each OYA facility living unit.

F. Avoiding Contaminated Food and Drink

- 1. Nutrition Services staff will follow applicable Health Department rules and protocols in handling, preparing, and serving food.
- 2. Food and drink will not be kept in refrigerators, freezers, shelves, cabinets or on countertops where blood or other potentially infectious materials (OPIM) are present.
- 3. Staff will wash their hands before and after eating, drinking, applying cosmetics or lip balm, and handling contact lenses in the workplace.

G. Staff Communication Regarding Infectious Disease or Ectoparasites

- 1. Health Services staff will provide OYA staff that are supervising offenders with infectious diseases or ectoparasites with the necessary medical information needed to avoid infection and provide appropriate care.
- 2. Staff will adhere to OYA policy regarding the disclosure and release of offender case file and medical information.

3. Facility Health Services staff , field supervisors or Central Support managers/supervisors will notify the OYA Health Services Director and the appropriate OYA Assistant Director of any infectious disease outbreak in their workplaces that is highly contagious, of concern, or affects a number of individuals.
4. The OYA Health Services Director will communicate with the office or facility unit staff involved in a significant outbreak or quarantine to advise them of the measures to take to minimize further exposure and to provide information about the progress of the infection.

H. Cleaning/Sanitation

1. Facilities and offices will ensure that common areas are sanitized on a regular basis.
2. Each facility and office will develop a cleaning schedule to clean and disinfect common area surfaces, including but not limited to: kitchens, dining areas, break rooms, restrooms, showers, shared phone handsets, door handles, stair rails, restraints, transport vehicles, and fitness equipment.
3. Cleaning schedule documentation will be reviewed by facility and office safety committees each month.

I. Isolation and Quarantine due to Communicable Diseases

1. Health Services staff will determine if infected offenders require isolation by separation on the living unit, or by removal to an isolation area or isolation room.
2. The OYA Health Services Director will determine if an entire unit or office requires quarantine due to a communicable disease outbreak.
3. Units or offices placed under quarantine will have notices posted on every entry indicating an infectious disease is present, and identifying precautions to be taken and limits on entry.

J. Needles and Sharps

1. Immediately after use, contaminated needles and other contaminated sharps will be placed in sharps containers that are puncture-resistant, labeled, color-coded, and leak-proof.
2. Health Services staff in all facilities will follow procedures designed to minimize risk of needle sticks and exposure to other sharps.

K. Public Health Information

Public Health information regarding infectious diseases and ectoparasites in the form of fact sheets, posters, or other educational materials will be posted in facility living units and OYA offices in areas visible to staff and offenders.

- L. Additional Prevention Safeguards Offered to Staff and Offenders
1. OYA will offer periodic staff training and information on Infection Control.
 2. OYA will offer a Hepatitis B vaccination program on an ongoing basis to staff who work in direct contact with offenders.
 3. OYA will offer Tuberculosis screening upon hire to staff who work in direct contact with offenders. Staff will be notified of the results of the TB screening and will be advised to seek medical care if the results of the screening indicate that follow-up is needed.
 4. OYA will provide Tuberculosis screening for all offenders upon admission to a close custody facility. After initial testing, offenders will not be tested again unless signs or symptoms warrant testing.
 - a) A chest x-ray will be obtained for offenders with positive PPD skin tests.
 - b) Baseline blood work will be drawn prior to initiating treatment for latent TB, and periodically during treatment to monitor liver function while on required medication.
 - c) Once treatment for latent TB is completed, Health Services will complete [OHD form 48-17A](#) (Treatment of Latent Tuberculosis Infection) and send a copy to the Oregon Health Division within 2 weeks after the treatment is completed.
 - d) Treatment for latent TB will be documented in the offender's medical chart and medical progress notes.
 5. The OYA [Infection Control Resource Guide](#) contains general information about TB as well as specific information including the differences between latent TB infection and active TB disease.
- M. The OYA Infection Control Committee will review and update this policy annually.

VI. LOCAL OPERATING PROTOCOL REQUIRED: YES

Template protocols are available for facility and field office use.

- A. Each OYA facility will have a written local protocol that addresses the following topics in relation to infection control:

1. Universal precautions
 2. Personal protective equipment
 3. Hazardous waste
 4. Potentially contaminated offender personal property
 5. Contaminated laundry
 6. Sanitizing and cleaning schedules
 7. Isolation of infected offenders
 8. Quarantine of infected offenders
 9. Needles and sharps
 10. Posting of Public Health information
- B. Each OYA field office will have a written local protocol that addresses the following topics in relation to infection control:
1. Universal precautions
 2. Personal protective equipment
 3. Hazardous waste
 4. Potentially contaminated offender personal property
 5. Sanitizing and cleaning schedules
 6. Office closure due to infectious disease
 7. Posting of Public Health information