



Policy Name:	Infection Control
Policy Code:	314
Policy Purpose:	The purpose of this policy is to minimize the transmission of communicable disease and prevent infections when possible, helping to ensure optimum health for all Rise team members and persons served by creating a consistent practice.

I. Overview

All Rise team members will be trained on infection control procedures at the time of hire and annually thereafter through Rise’s Learning Management System-Relias.

II. Objectives

- To prevent episodes of communicable disease.
- To prevent infection.
- To prevent the transmission of communicable disease.
- To ensure prompt detection of communicable disease.
- To ensure compliance with the implementation of infection control procedures.
- To limit occupational exposure to blood and other potentially infectious materials

The Infection Control procedures are designed to meet compliance with the OSHA standards for Occupational Exposure to Bloodborne Pathogens.

Infection control procedures follow Universal Precaution guidelines.

Infection control procedures will be followed for all instances of illness, injury, and communicable disease.

III. Procedure

- A. All new team members will review the infection control policy and procedures and receive training per the OSHA requirements. The Program Supervisor is responsible for ensuring employees are trained on the procedures and proper use of any personal protective equipment required at the site.
- B. The Hepatitis B vaccination form is reviewed with employees at the time of hire during onboarding. All employees with exposure risk are encouraged to be vaccinated and if elected will be given the authorization form to take to a designated clinic.
- C. All exposure incidents must be reported to the Program Supervisor immediately. The infection control packet of forms and injury report form need to be completed and sent to the HR department. Employees will be encouraged to seek medical treatment in a timely manner (within 24 hours of exposure).

- D. Rise contracts with Health Counseling Services and will refer to the procedures and forms in the Health Counseling Services - Medical and Health Care Policy and Procedure Manual on infection control. The manual can be found on Rise TEAMS under policies.

IV. Communicable Disease Transmission

1. Contact transmission occurs directly through person to person contact or indirectly by a person coming in contact with a contaminated surface or object. This is the most common means of disease transmission.
2. Airborne transmission occurs via breathing, talking, coughing, or through contaminated dust. These can be the most difficult to control. This mode of transmission includes, but is not limited to, tuberculosis and COVID-19.
3. Bloodborne transmission occurs through contact with blood, semen, vaginal secretions, or body fluids visibly contaminated with blood. (These substances are also known as infectious materials). Generally, these diseases are transmitted through skin, eyes, damaged skin, or mucous membranes (mouth, vaginal, or rectal tissue). This mode of transmission includes but is not limited to Hepatitis B virus (HBV), Hepatitis C virus (HCV), and human immune deficiency virus (HIV).

V. Universal Precautions

Handwashing – Handwashing is the single most important procedure for preventing the spread of common infections. Thus, proper handwashing will be expected as part of the regular routine, even in the absence of recognized disease. Employees and person served are instructed to wash their hands for at least 20 seconds with soap and water frequently though out the day, but especially at the beginning and end of their shift, prior to any mealtimes and after using the restroom.

You can help yourself and others stay healthy by washing your hands often, especially during these key times when you are likely to get and spread germs:

- **Before, during, and after** preparing food
- **Before** eating food
- **Before and after** caring for someone who is sick
- **Before and after** treating a cut or wound
- **Before and after providing routine care for another person who needs assistance**
- **After** using the restroom
- **After** touching garbage
- **After** blowing your nose, coughing, or sneezing

Rise will provide hand sanitizer at all locations and in all vehicles. Hand sanitizer may be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled.

Cleaning and Disinfecting Guidelines

- Regular housekeeping practices are implemented in our buildings which includes routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, and areas in the work environment, including restrooms, break rooms, lunchrooms, and meeting rooms.

- All individuals on site will be encouraged to participate in extra cleanings for frequently touched surfaces (light switches, tables, chairs, door handles, etc.)
- High touch surfaces in common areas will be cleaned and disinfected on a frequent basis. All other areas will follow a regular cleaning schedule or as the need arises.
- Rise will use OSHA approved products for cleaning and disinfecting items and surfaces. The SDS sheets for these products are posted on the Rise Velocity website [click here](#).
- Workers responsible for trash removal will maintain proper PPE/hand washing practices.

Personal Protective Equipment and Source Control

Rise is committed to providing a safe and healthy workplace for all our employees. We ask all employees to, when and where it is appropriate, practice social distancing, avoid touching your face, cover your cough and sneezes, wash your hands frequently, and clean and disinfect frequently touched objects and surfaces.

Rise has implemented specific control measures that we expect all employees to abide by to reduce risk and exposure to infectious diseases.

Below are the types of equipment provided for source control purposes with guidance on how to wear, use, clean, store and dispose of properly. Please keep in mind protective equipment does not replace the need for safe work practices and proper hygiene practices.

Personal Protective Equipment - Personal protective equipment (PPE) will help protect you if someone develops symptoms. A quarantine kit will be provided to each location.

- **Equipment Provided** - Gown, Masks/Face Covering, Gloves, Goggles/Face Shield, Sanitizer or Wipes, Water

Source Control - Source control is used to describe measures intended to protect individuals from spreading disease.

- **Equipment Provided** - Masks/Face Covering, Gown, Gloves

Masks/Face Coverings – wear a well fitted mask over your nose and mouth, making sure it fits snugly against the sides of your face with no gaps.

Goggles/Face Shield - Goggles will help protect only your eyes from splashes and sprays. A face shield provides splatter protection to facial skin, eyes, nose and mouth.

- Wear eye protection when the potential for splash or spray of blood, respiratory secretions or other body fluids is present.
- For environments involving extreme temperatures (e.g. heat, cold) and/or wet environments (e.g. wet processes, rain,) face shields may be considered to be used in lieu of face-coverings.
- Personal eyeglasses and contact lenses are not considered adequate eye protection.

Gowns - A gown helps protect your skin and clothing from potentially infectious or contaminated material. Each program is provided with rubber gowns equal to the number of restrooms on site.

- Once finished using a gown, staff are required to clean the rubber gown **prior** to exiting the restroom. To clean the gown:
 - Spray paper towel with disinfectant spray until towel is wet.

- While gown is still on, wipe down outside surface from top to bottom.
- Once gown is clean, remove gloves and discard, then remove gown by the gown ties and hang up outside of restroom.
- Wash hands or use alcohol-based hand sanitizer.
- Gown is now clean and ready for the next team member.

Gloves - Gloves will help protect you when touching or coming into contact with body fluids, secretions, or excretions. All employees are required to wear gloves when providing personal care support services to person served and when cleaning/disinfecting the work area.

- Always remember, outside of gloves are contaminated.
- Remove gloves promptly after use and properly discard.
- Wash hands immediately after removing gloves.
- Do not wear gloves continuously throughout the day. This leads to cross-contamination and is not safe.

Illness

Anyone with symptoms of a contagious illness (ex: fever, cough, shortness of breath, vomiting, diarrhea) should notify their supervisor and stay home from work. Employees must follow the guidance of their medical provider, and/or CDC guidelines on any isolation periods required for an illness they have. Employees may be required to provide a physician's statement that clears them to return to work when they have been out with a contagious illness.

Other Resources

- CDC guidance: [COVID-19 Quarantine and Isolation | CDC](#)
- [Minnesota Department of Health \(MDH\)](#)
- [Wisconsin Department of Health Services](#)