

## Universal / Standard Precautions Policy

### Reason this policy is important:

Some children and adults may unknowingly be infected with Hepatitis B or HIV or other infectious agents. These agents may be present in blood or body fluids. Therefore, all blood and body fluids of children and staff will be treated as potentially infectious.

### Procedure and Practices, including responsible person(s):

Staff shall be educated regarding routine precautions to prevent transmission of blood-borne pathogens before beginning work in the facility and at least yearly. See **Sample Blood-borne Pathogen Exposure Control Plan for Child Care Facilities document**.

Staff will 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.

### Procedures for Universal/Standard Precautions are:

1. Surfaces that may come in contact with potentially infectious body fluids must be either disposable or material that can be sanitized (example: diapering pad).
2. Spills of body fluids, feces, nasal and eye discharges, saliva, urine and vomit should be cleaned up immediately.
  - a. Reduce contact with contaminated material by using gloves, hand brooms or other techniques to avoid touching the spill directly.
  - b. Be careful not to splash contaminated material in to eyes, nose and/or mouth.
  - c. Blood contaminated material and diapers shall be disposed of in a plastic bag with a secure tie.
  - d. Clean any visible fluid from surface with soap and water and rinse.
  - e. Wet (spray) entire surface with a bleach solution (¼ cup chlorine bleach to 2 ¼ cups of water, (1 to 9 solution) made fresh daily).
  - f. Let stand for 2 minutes. You may let air dry or you may wipe dry after 2 minutes.
  - g. **Remove gloves carefully (Gloving Procedure\*) and wash hands thoroughly (see Hand Washing Policy).**
3. Floors, rugs and carpeting that have been contaminated by body fluids shall be cleaned by blotting to remove the fluid as quickly as possible, then sanitize by spot cleaning with soap and/or disinfectant or steam cleaned/shampooing the surface.
4. Mops or other equipment that is used to clean up spills should be cleaned with soap and water and rinsed with a disinfectant solution, wrung dry as possible and allowed to air dry completely.

\_\_\_\_\_ (Staff title/name) is responsible for developing the Blood-borne Pathogens Exposure Plan (required by OSHA). \_\_\_\_\_ is responsible for training staff and ensuring plan will conform to requirements in the model plan by the Occupational Safety and Health Administration's (OSHA) *Keeping Safe When Touching Blood and Body Fluids* guide.

**When the policy applies:**

To all staff and volunteers when blood or body fluids are present.

**Communication plan for staff and parents:**

Staff and volunteers will receive a written copy of this policy in their orientation packets and attend a training before beginning work at the center and training yearly.

**References:**

CARING FOR OUR CHILDREN, National Health and Safety Performance Standards: Guidelines for Out-of-Home Child Care Programs. 2<sup>nd</sup> Edition. American Academy of Pediatrics, American Public Health Association, and U.S Department of Health and Human Services. 2002 <http://nrc.uchsc.edu/CFOC/>

Managing Infectious Diseases in Child Care and Schools, A quick reference guide. American Academy of Pediatrics, 2004.

**Reviewed by:** \_\_\_\_\_ Director/Owner

\_\_\_\_\_ Health Professional  
(physician, nurse, health department, EMS, Health consultant)

\_\_\_\_\_ Staff member

\_\_\_\_\_ Other (parent, advisory  
committee)

**Effective Date and Review Date:**

This policy is effective \_\_\_\_\_ (date) and

reviewed yearly \_\_\_\_\_ (date) or as needed.

\*This format is adapted from and used with permission of: National Training Institute for Child Care Health Consultants, UNC, 2000