
Sanitary Practices Policies

Hygienic Practices which Includes hand washing and cleaning equipment and furnishings, is the first line of defense against transmission of communicable disease.

Hand Hygiene

The most effective method of preventing the spread of infectious diseases in child care settings is hand hygiene by children and adults. Hand hygiene relates to the removal of visible soil and removal or killing of transient microorganisms from the hands while maintaining good skin integrity resulting from a good hand care program. There are two methods of killing/removing microorganisms on hands.

- a. Hand sanitizing with a 70% to 90% alcohol-based hand rub (ABHR) is the preferred method (when hands are not visibly soiled) for cleaning hands. Non-alcohol-based waterless antiseptic agents are not recommended for hand hygiene in child care settings.
- b. Hand washing with soap and running water must be performed when hands are visibly soiled.

A hand hygiene indication points to the reason hand hygiene is necessary at a given moment. Such indications are:

1. Wash hands upon arrival;
2. before initial contact with the children or handling items in the room, it should be done upon entry to any room;
3. before putting on gloves when changing diapers or assisting with toileting;
4. before preparing, handling or serving food or giving medication;
5. after care involving blood, bodily fluids, secretions and excretions of children or staff, even if gloves are worn;
6. immediately after removing gloves and before moving on to another activity;

Gloves

Glove must be worn when it is anticipated that the hands will be in contact with mucous membranes, broken skin, tissue, blood, bodily fluids, secretions, excretions, or contaminated equipment and environmental surfaces. Gloves are task-specific and single-use only.

Because gloves are not completely free of leaks and hands may become contaminated when removing gloves, hands must be cleaned before putting on gloves and after glove removal. Gloves must be removed immediately and discarded into a waste receptacle.

Diapering and Toileting

Hand washing basins in diapering and toileting areas must be equipped with soap. Sinks must be washed and disinfected at least daily (or as necessary).

Diapering surfaces must be disinfected after each use and diapering procedure must be posted in the diapering area.

Universal Precautions

This refers to a set of guidelines to help prevent the transmission of diseases transmitted through bodily fluids (blood, urine, feces, mucous or vomit).

These sanitary procedures should be posted in all food preparation, bathroom and diapering areas.

1. Follow the hand washing, hygiene and diapering procedures identified in this section.
2. Wash immediately with soap and running water for at least 30 seconds after direct contact with bodily fluids.
3. Wear disposable gloves when encountering large amounts of blood/stool and diaper/potty training routines . Wash hands immediately after removing the gloves.
4. Cover cuts or scratches with a bandage until healed.
5. Use disposable absorbent material like paper towels to stop bleeding.
6. Discard blood-stained materials in a sealed plastic bag and place in a lined covered garbage container.
7. Immediately clean up surfaces stained with bodily fluids and disinfect with a fresh solution of one parts bleach and nine parts water.
8. Put laundry stained with bodily fluids in sealed plastic bag, Machine-wash separately in hot, soapy water.
9. Use ear thermometer with new disposable ear probe cover to take a child's temperature.

10. If skin is broken in a biting incident between children, refer to our *Biting Policy*.

Environmental Cleaning and Disinfecting

Refer to room cleaning checklists.

Toys, Equipment and Furnishings

All toys, equipment and furnishing must be maintained and kept clean. Schedules and procedures for regular cleaning should be posted. A written log of completed cleaning routines should be signed and dated.

In the preschool and toddler rooms, toys will be sanitized on a weekly basis. For infant rooms, toys will be sanitized on a daily basis.

In the toddler and preschool rooms, any toy that has been put into a child's mouth will be put aside to be sanitized.