

Infection Prevention – Body Fluid (Spill) Clean-up

Administrative Procedure

Topic:	Infection Prevention – Body Fluid (Spill) Clean-up
Status:	Active
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Responsibility:	Superintendent of Human Resources

INTENDED PURPOSE:

To reduce the risk of infection from the exposure of bodily fluids with the implementation of appropriate clean up protocols.

DEFINITIONS:

- **Body Fluids:** Blood, vomit, spit (saliva), nasal secretions, urine, feces, vaginal secretions, semen
- **Clean:** Remove foreign material (including microorganisms) from an object making it safe to handle, or further disinfect. Primarily accomplished with water and soap.
- **Disinfect:** Eliminate many or all microorganisms from a surface, done with chemicals or heat.
- **Hand Hygiene:** Proper hand washing with soap and water for 15 seconds or more, or use of hand sanitizer (alcohol or non-alcohol).
- **Infectious Agents:** Bacteria, virus, fungus or parasite that is capable of causing disease.
- **Small Spill:** Capable of being cleaned up using paper towels.
- **Large Spill:** Based on the nature of liquid, would require more than several paper towels to clean up (e.g. – may be necessary to mop up the spill).
- **RTU:** Ready To Use
- **Routine Practices:** A consistent way of working where there may be infectious agents, in such a manner, that one would not be exposed to the infectious agent.
 - Assume that all body fluids are potentially infectious.
 - Gloves, at a minimum, would be worn for contact with visible body fluids.
 - Open wounds on the skin are to be covered.
 - Wear appropriate personal protective equipment where there is risk of exposure to an infectious agent through the other portals of entry (non-intact skin, eyes, nose, mouth).

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- o Assume that all touched surfaces have infectious agents on them.
- o Hands will be washed after contact with touched surfaces, before contact with self (face, eyes, nose, mouth).

PROCEDURES:

1. Personal Protective Equipment:

- a. The following Personal Protective Equipment should be on site: Disposable gloves, masks, safety glasses and face shield and disposable gowns if toileting a student.
- b. Gloves should be nitrile (e.g., green or "N-Dex"), not latex. These will be disposable. General purpose utility gloves (e.g. rubber "Playtex" gloves) are reusable, and would be washed after use (just like washing your hands).
- c. Doffing Gloves - Remove glove by grasping dominant glove with other gloved hand near wrist, pinch glove and pull down, turning the glove inside out. With newly ungloved hand, insert fingers under glove, by the wrist, and hook and pull off - inside out and over/onto the other glove. Dispose of gloves in waste bag. Wash hands thoroughly with soap and water.
- d. Masks (ear loop type) and safety glasses or face shield.
 - i. For staff that may be in various locations within a building and regularly exposed to body fluids (e.g., Caretaking and Educational Assistants); it is recommended that a belly -pouch kit be worn. The belly-pouch kit should contain extra supplies of gloves, a disinfectant-hand sanitizer, disposable respirator (multi-fold N95); and safety glasses.
- e. Supplies can be obtained through the Board's Purchasing Department Vendor Commodity Guide.

2. Reporting and Control of Contaminated Area:

- a. Staff report, to the office or directly to the caretaker, the need for decontamination by custodial staff.
- b. "Code" call, by office, to the custodian.
- c. Custodian responds and cordons off the cleanup area as necessary or appropriate, solicits assistance from other staff to keep students away from contamination, or places a "slip area/wet area" sign.
- d. Custodian decontaminates area as per spills cleanup procedures, using appropriate personal protective equipment.
- e. Custodian to notify Main Office that cleanup is complete.

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- f. In the event there is no custodial staff available, school administration will take the appropriate action under the circumstances.

3. Cleaning and Disinfection of Blood and Vomit - Small Spill:

- a. Staff shall follow "Routine Practices" [defined].
- b. Gather all supplies (e.g., extra gloves, paper towels, etc.); approved cleaning/disinfecting agent or solution; garbage can lined with plastic waste bag, designated equipment or, where available, clean-up kit.
- c. Paper Towel Method:
 - Step 1:* Apply (pour) the accelerated hydrogen peroxide, a Board approved RTU [defined] solution, to the spill area on a hard or carpet surface by encircling the spill first and then onto the blood or vomit. Wait thirty (30) seconds. Using one (1) gloved hand, wipe or blot up the body fluid with paper towels. Carefully dispose of paper towels into a garbage can lined with plastic waste bag (cuff down the outside).
 - Step 2:* Using the other gloved hand, re-apply the Board approved RTU solution. Wait thirty (30) seconds. Using the same paper towel hand as before, wipe or blot up again and properly dispose of the paper towel.
 - Step 3:* Using the same Board approved RTU solution hand as before, re-apply the solution. Then using that same Board approved RTU glove hand, with a paper towel, wipe the spill area and allow the solution to remain on the surface for 5 minutes.
- d. Remove the disposable gloves.
- e. Carefully remove the plastic waste bag from the garbage can (handling only the outside of the bag) and tie it up.
- f. Perform a good hand washing or use a hand sanitizer.
- g. Remove the waste bag to the outside waste bin and return the supplies to the designated storage area.
- h. Option of using a Board approved absorbent spill control powder:

A Board approved absorbent spill control powder can be used in place of Step 1 of the Paper Towel Method. Sprinkle the product lightly covering the body fluid. In just a short while the body fluid will change into a dry gel. Using the designated lobby dustpan and broom (only to be used in the clean-up of body fluids and recognized by the red tape on the handle) scoop up the gel. Carefully dump the contents from the dustpan into the garbage can lined with the waste bag. Then complete the clean up by following through with Step 2 and Step 3 of the Paper Towel Method. Note: Before

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storing the lobby dustpan and broom, spray disinfectant on the areas that were in contact with the Board approved absorbent spill control powder.

4. Cleaning and Disinfection in regards to Blood and Vomit – Large Spill:

- a. Staff shall follow "Routine Practices" [defined].
- b. Gather all supplies: i.e. extra gloves, paper towels; approved cleaning/disinfecting agent or solution; garbage can lined with plastic waste bag, designated equipment or where available clean-up kit.
- c. Fill the designated red bucket with disinfectant cleaner (from the dispenser unit), then using the designated red mop, mop up the blood or vomit spill until it is visibly clean.
 - i. At this point in time, if at all possible, complete the clean-up and disinfection using the Paper Towel (small spill) method. Before performing Steps 2 and 3 of the paper towel method you must first properly remove and dispose of the gloves. Then put on a new pair of gloves.
- d. If the spill area is too large to use the paper towel method, then return to the slop sink area and put on the provided face shield before thoroughly rinsing and wringing out the red mop head, then dump the solution and thoroughly rinse the bucket and wringer, then refill with disinfectant.
- e. Mop (rinse) the spill area again.
- f. Properly remove and dispose of disposable gloves in a garbage can lined with waste bag.
- g. Put on a new pair of gloves.
- h. Apply (pour) a Board approved RTU solution on the spill area – then mop the spill area with the designated (dampened) green mop with yellow band and allow the solution to remain on surface for 5 minutes.
- i. Return the supplies and equipment, properly remove and dispose of the plastic waste bag and then clean the equipment as follows:
 - Step 1:* Using water – thoroughly rinse out the red mop head, mop bucket and wringer
 - Step 2:* Using a spray bottle containing disinfectant – spray the inside of the mop bucket and the whole of the wringer (then set the wringer off to the side).
 - Step 3:* Fill the red bucket with disinfectant solution and place the red mop head in the bucket.

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Step 4: Insert the designated yellow pail into the red bucket and fill it with disinfectant solution and then place the rinsed out green mop head into the yellow pail.

Note: The green mop head (with yellow band) is only to be placed in the yellow pail and the red mop is only to be placed in the red bucket. The red and green mops and the accompanying bucket, wringer and yellow pail are only to be used in the cleanup of body fluid spills and after each use the mop heads should remain in the disinfectant solution for approximately 30 minutes and then rung out and hung to dry.

- j. Remove the disposable gloves: See 11.3 Disposable Glove Etiquette for specific instructions.
- k. Carefully remove the plastic waste bag from the garbage can (handling only the outside of the bag) and tie up. Remove the waste bag to the outside waste bin.
- l. Perform a good hand washing or use a hand sanitizer.

5. Clean up of Other Body Fluids – Spit, Nasal Secretions, Urine, Feces, Vaginal Secretions, Semen:

- a. Staff shall follow "Routine Practices" [defined].
- b. Gather all your supplies i.e. extra gloves, paper towels; approved cleaning/disinfecting agent or solution; garbage can lined with - plastic waste bag, designated equipment or where available clean-up kit.
- c. The clean up methods, supplies and equipment that are used in addressing Blood & Vomit are also used when dealing with Other Body Fluids with the following differences:
 - i. Step 3 of the Paper Towel method (3rd application of solution) is not required when addressing other body fluids.
 - ii. Accelerated Hydrogen Peroxide – a Board approved RTU is the recommended solution to use when addressing other body fluid small spills in areas other than in the washroom.
 - iii. If available, a Board approved cleaner disinfectant wipes are effective in addressing respiratory and nasal secretion small spills. Wiping up the secretion with side one addresses Step 1, then flip the wipe over and using the other side completes the required Step 2.
 - iv. In general it is not necessary to immediately dispose of the waste bag from the garbage can.

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- d. Staff involved in toileting procedures shall follow routine practices [defined]; wear the appropriate personal protective equipment as per the student's Safety Plan. Utilize an appropriate disinfectant . The cleaning disinfectant agent is selected in consultation with the appropriate agency (e.g., Erinoak, Community Care Access). The procedures to be followed are to be posted in the washroom area.
- 6. Disposal of Waste:**
- a. Cleaned up Blood and Vomit and the disposable supplies are bagged and immediately disposed of in the outside waste bin.
 - b. Sharps (i.e. needles) are stored in a "Sharps container" and disposed of through the Board's hazardous waste contractor.

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Cross-Reference:

Legislation

The Occupational Health and Safety Act and Regulations

The Education Act

The Health Promotion and Protection Act

The Workplace Safety and Insurance Act and Regulation

Health Canada Routine Practices and Additional Precautions

Ministry Policy & Program Memoranda

Board Policies, Procedures & Protocols

First Aid Administrative Procedure

HEP B/HIV Administrative Procedure

Health and Safety Policy

Occupational Health and Safety Administrative Procedure

Planned Student Behaviour Prevention, Management, Intervention Administrative Procedure

Standards for Handling Bodily Fluids in Schools

Revision History

- October 2024
- January 2024
- September 2018
- September 2016
- September 2014