

 <p style="text-align: center;">DIVISION OF ADULT INSTITUTIONS</p> <p style="text-align: center;">POLICY AND PROCEDURES</p>	DAI Policy #: 500.60.12	Page 1 of 5
	Original Effective Date: 09/30/08; 10/01/08	New Effective Date: 01/11/21
	Supersedes: 500.60.12	Dated: 02/15/17
	Administrator's Approval: Makda Fessahaye, Administrator	
Required Posting or Restricted:		
<input checked="" type="checkbox"/> Inmate <input checked="" type="checkbox"/> All Staff <input type="checkbox"/> Restricted		
Chapter: 500 Health Services		
Subject: Infection Control Through Hand Washing and Hand Sanitation		

POLICY

The Division of Adult Institutions shall recognize that hand washing, particularly before and after certain activities, is one of the best ways to remove germs, avoid getting sick and prevent the spread of germs to others.

REFERENCES

National Commission of Correctional Health Care, Standards for Health Services in Prisons, 2018, P-B-02 – Infection Prevention and Control Program

Centers for Disease Control and Prevention Hand Sanitizer Alert

Centers for Disease Control and Prevention Hand Hygiene in HealthCare Settings
March 15, 2016

Boyce, JM, Pittet D., Healthcare Infection Control Practices Advisory Committee, HICPAC/SHEA/APIC/CSA Hand Hygiene Task Force. Guideline for hand hygiene in health-care settings

MMWR Recommended Rep. 2002:51(RR-16):1-45), Recommendations of Healthcare Infection Control Practices Advisory Committee and the HICPAC/SHEA/APIC/IDSA Hand Hygiene Task Force

Wis. Stat. s. 302.38 – Medical Care Of Prisoners

Wis. Stat. s. 302.385 – Correctional Institution Health Care

DEFINITIONS, ACRONYMS AND FORMS

DAI – Division of Adult Institutions

DOC – Department of Corrections

Hand Sanitizer – A liquid or lotion containing 60% or more of alcohol used as a waterless/non-soap cleaner for hands.

Incident Report

Infection Control – The prevention of transmission of communicable diseases through work practices, the use of PPE, vaccination, surveillance, epidemiology, engineering and the management of outbreaks.

Personal container – A refillable container for liquid hand sanitizer.

POC-40 – Infection Control – Hand Hygiene

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PPE – Personal Protective Equipment

PROCEDURES

I. When you should wash your hands:

- A. Before, during and after preparing food.
- B. Before eating food.
- C. Before and after caring for someone who is sick.
- D. Before and after treating a cut or wound.
- E. After using the restroom.
- F. After blowing your nose, coughing or sneezing.
- G. After touching an animal, animal feed or animal waste.
- H. After handling pet food or pet treats.
- I. After touching garbage.
- J. After removing disposable gloves.

II. How to Wash Your Hands – Utilize Directions in POC-40

- A. Wet your hands with clean, running water (warm or cold) and apply soap.
- B. Lather your hands by rubbing them together with the soap. Be sure to lather the backs of your hands, between your fingers and under your nails.
- C. Scrub your hands for at least 20 seconds. In lieu of a timer hum the "Happy Birthday" song from beginning to end twice.
- D. Rinse your hands well under clean, running water.
- E. Dry your hands using a clean towel or air dry them.

III. What to do if you don't have soap and clean, running water

- A. Washing hands with soap and water is the best way to reduce the number of microbes on them in most situations.
 1. If soap and water are not available, use an alcohol-based hand sanitizer that contains at least 60% alcohol.
 2. Alcohol-based hand sanitizers can quickly reduce the number of microbes on hands in some situations, but sanitizers do not eliminate all types of germs.
- B. Hand sanitizers are not as effective when hands are visibly dirty or greasy.

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- C. How to use hand sanitizers:
1. Apply the product to the palm of one hand (read the label to learn the correct amount).
 2. Rub your hands together.
 3. Rub the product over all surfaces of your hands and fingers until your hands are dry.

IV. Health Care Worker Guidelines for Hand Hygiene

- A. Alcohol-based hand sanitizers are the most effective products for reducing the number of germs on the hands of healthcare providers. Antiseptic soaps and detergents are the next most effective and non-antimicrobial soaps are the least effective.
- B. When hands are not visibly dirty, alcohol-based hand sanitizers are the preferred method for cleaning your hands in the healthcare setting.
- C. Soap and water are recommended for cleaning visibly dirty hands.
- D. During routine patient care:

Soap and Water	Alcohol-based Hand Sanitizer
When visibly dirty.	For everything else
After known or suspected exposure to <i>Clostridium difficile</i> if your facility is experiencing an outbreak or higher epidemic rates.	
After known or suspected exposure to patients with infectious diarrhea during <i>norovirus</i> outbreaks.	
If exposure to <i>Bacillus anthracis</i> is suspected or proven.	

- E. Hand hygiene shall be performed:
1. Before eating.
 2. Before and after having direct contact with a patient's intact skin (taking a pulse or blood pressure, performing physical examinations, lifting the patient in bed).
 3. After contact with blood, body fluids or excretions, mucous membranes, non-intact skin, or wound dressings.
 4. After contact with inanimate objects (including medical equipment) in the immediate vicinity of the patient.
 5. If hands will be moving from a contaminated body site to a clean body site during patient care.
 6. After glove removal.
 7. After using a restroom.

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F. Lotions utilized shall be compatible with the soap or hand sanitizer utilized.

G. Personal hand lotions shall not be utilized by healthcare workers.

V. Issuing and Securing Hand Sanitizers by Staff

A. All staff shall be allowed to use hand sanitizers issued by the facility within the facility. Personally owned containers of hand sanitizer shall not be allowed.

B. Staff members requesting hand sanitizer shall be assigned a personal container by designated staff.

C. Staff shall keep assigned personal containers on their person or in a designated locked area at all times.

D. Staff may exchange an empty personal container for a full one.

E. Loss of a personal container of hand sanitizer shall be reported to the Security Supervisor as soon as the loss is noted and a WICS incident report shall be completed.

F. Facilities shall designate an area for storage of non-issued sanitizer and will assure the secure storage of these inventories along with procedures for storage and distribution of hand sanitizer to staff.

VI. Staff Training by the Facility

A. Staff shall participate in an initial training session regarding appropriate use of hand sanitizers by completing the DOC e-learning Infection Control module.

B. Staff shall be directed in the distribution and securing of hand sanitizers by the facility.

Bureau of Health Services: _____ **Date Signed:** _____
Michael Rivers, Director of Healthcare Administration

_____ **Date Signed:** _____
Vacant, Medical Director

_____ **Date Signed:** _____
Mary Muse, Nursing Director

Administrator's Approval: _____ **Date Signed:** _____
Makda Fessahaye, Administrator

DIVISION OF ADULT INSTITUTIONS FACILITY IMPLEMENTATION PROCEDURES

Facility: Wisconsin Secure Program Facility		
Original Effective Date: 06/22/15	DAI Policy Number: 500.60.12	Page 5 of 5
New Effective Date: 01/11/21	Supersedes Number: 500.60.12	Dated: 02/15/17
Chapter: 500 Health Services		
Subject: Infection Control Through Hand Washing and Hand Sanitation		
Will Implement <input type="checkbox"/> As written <input checked="" type="checkbox"/> With below procedures for facility implementation		
Warden's/Center Superintendent's Approval: Warden Gary Boughton		

FACILITY PROCEDURE

- A. Refills of portable hand sanitizer containers are located in the Lobby Bubble.
- B. Upon staff request containers of hand sanitizer will be refilled by the Lobby Officer (when staffed).
- C. When the Lobby Bubble is not staffed, requests are to be made to the 2nd Shift Lobby Sgt. or the 3rd shift Support Sgt.
- D. Staff issuing refills of hand sanitizer are responsible for documenting staff name and date of refill on the list maintained in the Lobby.
- E. Hand sanitizer stations shall be made available for staff use throughout the facility.