

## **Infection Control Policy**

Infection control is of prime importance to our clinic. Every member of our staff will receive training in all aspects of infection control. Training will be provided to new staff members on induction and then repeated particularly should we recognise new hazards or new guidelines that need to be implemented.

**Our Infection Control Policy includes the following measures:**

### **Cleaning Equipment**

- **Mops:**
  - One mop and bucket (RED) will be used exclusively for the scan room.
  - A second mop and bucket (NOT RED) will be used for all other hard floor areas of the clinic
  - A third mop (colour coded) and bucket will be used exclusively for the WC areas
  - Mops heads will be cleaned on a weekly basis. Start by rinsing out the mop until the water runs clear. Then place the mop in a bucket containing hot water and a cup of bleach. Let the mop soak for 10 minutes, rinse again, then hang it up to dry.
  - A wall mounted mop holder should be used to allow the mops to dry; mops should not be left on mop buckets as they will not dry properly.

### **Daily Cleaning**

#### **Kitchen**

- Worktops and sinks will be wiped down with antibacterial cleaner after use.
- Fridges will be thoroughly cleaned on a weekly basis

#### **Reception**

- Desks and work areas will be wiped down with antibacterial cleaner on a weekly basis.
- Telephones and keyboards will be wiped down with antibacterial cleaner on a weekly basis.
- Kids play area:
  - The matting should be wiped with anti-bacterial wipes on a weekly basis
  - Toys should be wiped with anti-bacterial wipes on a daily basis

#### **Scan Room**

- Couch covers will be replaced each day and the couch will be cleaned with an antibacterial cleaner on a daily basis
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- Use a new paper roll for each customer and dispose of paper roll in yellow clinic waste bag and dispose of in yellow clinical waste external bin
- A clean towel to ensure customer dignity will be used for each client and towels laundered separately from other washing at minimum 60 degree wash.
- Staff will use antibacterial hand gel between each customer and would wear new gloves for each customer
- The floor in the scan room to be swept to remove dust and particles then damp mopped with antibacterial fluid. The disinfectant fluid also cleans and deodorises.
- The damp mopping should be done at the end of each scan session and in between if any blood droplets are on the floor.

### **Toilet**

- The toilet and wash area will be cleaned each morning and checked throughout the day
- Spillages will be cleaned immediately

### **Spillages**

- Any spillages will be cleaned up immediately and the 'Wet Floor' sign displayed

### **Deep Clean Monthly**

The clinic will undergo a deep clean on a monthly basis. The deep clean will utilise anti-bacterial cleaning products and must include the following:

- All walls and skirtings
  - All surfaces of furniture including desks, chairs, sofas and tables.
  - Reception desk (all surfaces)
  - Children's hard toys cleaned with disinfectant
  - TV screens
  - Computer screens and keyboards
  - Picture frames
  - Curtains/blinds
  - Windows
  - Door handles and door surfaces
  - Medical couch
  - Scan machine housing
  - WC's
  - Kitchen; all surfaces and all cupboards
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## Scan Machine Cleaning

- Before cleaning the scanner switch it off. Do not use disinfection spray nor gas disinfection. Electric parts must be protected from drip water. Keep the touch panel screen clean. Dust and grime on the frame can cause irregular function! Check the main cable, transducer cables, plugs and sockets on a regular basis.
- No covers or panels must be removed from the system (high-voltage risk). Only GE Healthcare authorised personnel must perform service and repairs. Attempting do-it-yourself repairs invalidate warranty, and are an infringement to regulations
- The following table provides cleaning instructions for the ultrasound device. Effective cleaning and disinfection is not possible for parts with narrow gaps and holes (e.g. keyboard, trackball,...). It is the responsibility of the user to decide which cleaning and disinfection procedure is necessary to ensure a safe working environment. Electrical contacts and connectors must not be cleaned. Do not use any other cleaning agents than listed in the table below.

Component	When	How to Clean	Cleaning Agent
<b>Probe holder</b>	Minimum daily or after each examination (if req.)	Wipe gently with a damp, non-abrasive cloth or wipe.	Clinell universal wipes >1% Catonic Biocides
<b>Probes</b>	Minimum daily or after each examination (if req.)	Wipe gently with a damp, non-abrasive cloth or wipe.	<b>External probe:</b> Clinell universal wipes >1% Catonic Biocides  <b>Internal probe:</b> Tristel Duo for ultrasound. Dispense two aliquots onto a duo wipe. Minimum contact time of 30 seconds before 2nd duo wipe removal of cleaning agent.
<b>Keyboard</b>	Minimum daily or after each examination (if req.)	Wipe gently with a damp, non-abrasive cloth or wipe.	Clinell universal wipes >1% Catonic Biocides
<b>Touch Panel</b>	Minimum daily or after each examination (if req.)	Wipe gently with a damp, non-abrasive cloth or wipe.	Clinell universal wipes >1% Catonic Biocides
<b>Monitor Display</b>	Minimum daily or after each examination (if req.)	Wipe gently with absorbent cotton or other soft material like chamois.	Petroleum benzene based screen cleaner.
<b>Housings</b>	Minimum daily or after each examination (if req.)	Wipe gently with a damp, non-abrasive cloth or wipe.	Clinell universal wipes >1% Catonic Biocides

## Waste

- Waste bins should be:
  - positioned where they are easily accessible to staff
  - lidded and operated with a foot-pedal if in clinical areas and toilets (to prevent hand contamination)
- Waste bags should be:
  - no more than two thirds full so the bag can be tied securely
  - securely tied using a plastic tie or secure knot.
  - all waste bags stored in a designated area while awaiting collection - this must be kept secure from entry by members of the public, animals or pests.
- **Clinical Waste**
  - All studios that offer early scans should have a Clinical Waste removal service contract with a reputable supplier. Clinical waste should be placed in the internal bin/clinical waste bag and then moved to the yellow external Clinical Waste bin.
  - Waste should be collected at regular intervals dependent on the volume collected.

**Manager Signature:**.....

Author: MSW

Date: 12/12/19

Reviewed by: AW

Date: 12/12/19

Next review due:

Date: 12/12/20

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