
Nursing Services

Employee Health Standards. All employees must maintain good personal hygiene and sound physical health. Employees will comply with military and hospital regulations and policies regarding uniforms and personal appearance and hygiene.

- All employees are to meet their physical exam, TB skin tests, and immunization requirements.
- **Illness.** Employees who report to work ill must report to their supervisor and be seen in Staff Sick Call or Occupational Health as appropriate to determine work restrictions. Employees with an infectious/communicable disease process are not to work directly with patients. Personnel off duty for more than three days due to an illness must be cleared in Staff Sick Call before returning to work in direct patient care areas.
- Employees who have not had chickenpox should not take care of patients with chickenpox or shingles if at all possible.
- In the event of inadvertent exposure to patients with a communicable disease or an occupational injury (i.e., needlestick), the employee will report this immediately to their supervisor and will be referred to the closest designated emergency department for treatment and follow-up.
- For the protection of healthcare workers (HCW's) against blood borne pathogens, "Universal/Standard Precautions" will be followed for all patients.
- **Handwashing.** Good handwashing is the most critical factor to an Infection Control Program. Observe proper hand hygiene procedures either by washing hands with conventional antiseptic-containing soap and water or with waterless alcohol-based gels or foams. Observe hand hygiene before and after any patient contact, performing any invasive procedure, caring for patients in isolation precautions, and **always** after glove removal.
- Use of gloves **DOES NOT obviate** the need for hand hygiene.

Isolation. Isolation precautions are to be followed when required in accordance with Chapter 1 of the Infection Control Manual. Isolation rooms will be utilized when indicated. Patient placement may be based in part on Infection Control needs. Contact the Infection Control Department for additional guidance. Negative pressure ventilation rooms will be used for patients requiring "Airborne Precautions" (i.e., TB, Varicella, measles).

- All personnel will follow "Universal/Standard Precautions" on all patients regardless of their diagnosis. Personnel will follow the Blood Borne Pathogen Exposure Control Plan, NAVMEDCENPTSVAINST 6260.5 for protection against blood borne pathogens.
- Personnel from other departments to which patients are transported (i.e., Radiology, Physical Therapy) are to be apprised of a patient's isolation status and precautions necessary to prevent transmission.

General Policies.

- Each ward is to maintain a clean, neat, and orderly environment.
- All areas not under the Housekeeping contract are the responsibility of the ward personnel and must be cleaned in accordance with the Housekeeping section of the Infection Control Manual.

- Space under sinks can be utilized for properly labeled cleaning products and plastic materials such as bags or unused sharp's containers.
- Deficiencies in Housekeeping services to maintain a clean environment are to be reported to the Housekeeping Inspector in Facilities Management Department.
- Needles, syringes, and sharps are to be disposed of in accordance with hospital policy.
- ***Eating and drinking are prohibited at the Nurse's station(s) and patient care areas.***
- Traffic control will consist of assuring personnel entering an isolation room are informed of precautions to take, as well as assuring personnel or visitors are not walking through unauthorized areas.
- Linen is handled in accordance with hospital policy.
- Infectious waste is handled in accordance with hospital policy.
- Food and medications are to be stored separately.

- Refrigerators will have thermometers for proper temperature control. Temperatures are recorded daily. Temp log sheets contain proper refrigerator temp parameters and what to do if the reefer temp is not within those guidelines. Food, biologicals/specimens, and medications will be contained in separate refrigerators. Refrigerators that contain either biologicals/specimens must have a biohazard sign on the door of the unit. Biological refrigerators should be checked every shift. Refer to [NAVMEDCENPTSVAINST 6710.18E](#) to obtain complete information and sample temp log sheets for food, biological, and medication refrigerators. Food items in staff or patient's refrigerators will have date and name on contents.

- Doors to clean/sterile supply storage areas/rooms are to be closed and locked except when entering and exiting.

Procedures. Infection Control aspects of each procedure are to be followed as specified in the Infection Control Manual.

- All personnel will be documented as proficient before performing procedures.
- Handwashing before and after performing procedures is imperative.
- IV, TPN, central venous catheters, blood transfusion, urinary catheterization, and trach care are covered in the Infection Control manual and the established guidelines are to be followed.
- Suspected trends, problems, or questions relating to Infection Control are to be referred to the Infection Control Department.
- Personnel should become familiar with the hospital Infection Control Manual. This manual should always be used as a reference when questions regarding isolation and communicable diseases arise. If additional information is needed, the Infection Control Department should be consulted.
- Healthcare-associated (formally called nosocomial) infections should be reported to the Infection Control Department via telephone or E-mail. Communicable diseases that are diagnosed or suspected must be reported to the Preventive Medicine Department via Communicable Disease Report form, telephone, or E-mail message to g.Epi.
- Infections identified post-discharge (i.e., surgical site infections that are identified in clinic areas following a recent hospitalization or outpatient procedure) must be reported by the attending physician or his designee in accordance with NAVMEDCENPTSVAINST 5050.8.

Patient Care Equipment

- Please refer to the policy in Chapter 2 of IC manual titled Infection Control Guidelines for Cleaning and Maintaining Patient Care Equipment.

Housekeeping

- Housekeeping is the responsibility of staff personnel if the area is not covered under the housekeeping contract. Any EPA approved hospital grade detergent/disinfectant may be used for environmental cleaning.
- Staff will ensure that all patient treatment areas are maintained in a clean and neat manner.
- Floors and other horizontal surfaces such as exam tables, door knobs, counter tops, etc. will be cleaned daily with an EPA approved hospital grade detergent/disinfectant.
- All blood or body fluid spills will be cleaned promptly with a bleach solution (1:10) or an EPA approved disinfectant. Gloves and appropriate protective equipment must be worn.

Education.

- All personnel must receive annual Bloodborne Pathogen and TB training.
- Additional in-service training relative to Infection Control practices are to be given on a routine basis and are based in part on departmental needs.
- The patient and other responsible parties are to be instructed by staff in Infection Control aspects of his/her condition.

Created : 1985 Revised: 23 Oct 2008, 19 Mar 2009, 05 Apr 2011