**Policy # FCSS-0144.14**

**FAMILY& COMMUNITY SUPPORT SERVICES (FCSS)**

**RIMBEY COMMUNITY HOME HELP SERVICES (RCHHS)**

**POLICY**

**NAME: HAND HYGIENE**

**DEPARTMENT: HEALTH CARE**

**EFFECTIVE DATE: SEPT. 10, 2014**

**PURPOSE**

To establish a standard for **hand hygiene practice** within FCSS

To support the prevention of the transmission of micro-organisms, to reduce the incidence of infection, and to promote the health and safety of **client, staff and volunteers** to FCSS.

**POLICY STATEMENT**

FCSS supports hand hygiene practices that enhance the health and safety of all clients receiving care as it is the single most important practice in reducing the transmission of micro-organisms in health care and community settings.

All staff and volunteers must ensure that their hand hygiene practices are compliant with this policy and procedure.

1. Staff and volunteers must perform hand hygiene:

 1.1 before contact with a client or client’s environment including but not limited to: putting personal protective equipment, entering a client’s room and providing client care;

 1.2 before clean procedures including but not limited to handling food or preparing medications

 1.3 after exposure to blood and/or body fluids, including but not limited to, when the hands are visibly soiled, following removal of gloves and,

 1.4 after contact with a client or client’s environment, including but not limited to, removing personal protective equipment, leaving the client’s environment and after handling client care equipment.

2. Clients, family, staff and volunteers in all FCSS settings will be actively encouraged to remind one another to perform hand hygiene in the circumstances as outlined in Section 1 of this policy.

3. Alcohol based hand rub products must be available as close as possible to the point of care.

4. All FCSS staff and volunteers will at a minimum upon initial orientation and on an annual basis receive standardized education and training on hand hygiene and the hand hygiene policy and procedures.

5. Procedures for how to use alcohol based hand rub or perform hand washing with soap and water should be posted.

6. Staff should not routinely use hand cleaning wipes/towelettes for their hand hygiene. Hand cleaning wipes are alternate products for removing visible soil from hands and should only be used in exceptional circumstances when sinks and running water are not available. Hand hygiene (using alcohol-based hand rub) must be done following the use of hand cleaning wipes.

7. Staff and medical staff wearing casts, dressings or splints that interfere with proper hand hygiene must not perform direct client care or perform other tasks that required hand hygiene, including but not limited to, preparing medications or handling food. Natural nails must be clean, healthy and nail tips are not to exceed 6mm or 0.25 inches. Rings on hands should be limited to plain bands.

**HAND HYGIENE - Continued**

**PROCEDURE**

**1. Hand Hygiene Product Recommendations**

**1.1 Alcohol based hand rub** is the Infection Prevention and Control recommended product of choice for performing hand hygiene except:

 a) when hands are visibly soiled with food, dirt or blood or body fluids,

 b) during food preparation

 c) following glove removal when providing care for clients with diarrhea and or vomiting.

**1.2 Plain soap** and water are recommended:

a) when hands are visibly soiled with food, dirt or blood or body fluids,

 b) during food preparation

 c) following glove removal when providing care for clients with diarrhea and or vomiting.

**1.3 Antimicrobial/Antiseptic soap** and water are used only in limited circumstances such as before surgery and should not be used for routine hand hygiene.

**2. Procedures for the Use of Alcohol Based Hand Rub**

 2.1 Ensure hands are not visibly soiled and are dry before use.

 2.2 Apply enough alcohol based hand rub product to the palm of one hand to cover all hand surfaces.

 2.3 Vigorously rub product over all the surfaces of the hands and wrists, including palms, spaces between fingers, back of hands and wrists, fingers, fingertips and thumbs.

 2.4 Hands must remain wet with the product for a minimum of 15 seconds.

 2.5 Continue rubbing alcohol based hand rub product over hands until hands are completely dry.

 2.6 Ensure to maintain skin integrity and if necessary apply hand lotion.

**3. Procedures for the Use of Plain Soap and Water**

3.1 Wet hands with warm water and apply enough soap to ensure all hand surfaces are lathered thoroughly.

 3.2 Vigorously rub soap product over all the surfaces of the hands and wrists, including; palms, spaces between fingers, back of hands and wrists, fingers, fingertips and thumbs for a minimum of 15 seconds.

 3.3 Rinse hands under warm running water.

 3.4 Pat hands dry with disposable paper towels.

 3.5 Use paper towels to turn off faucets and to open door if necessary.

 3.6 Discard towels.

**4. Assessment of Ability to Perform Hand Hygiene**

4.1 Circumstances which can affect the ability to perform hand hygiene include wearing of casts, dressings and or splints, skin sensitivity reactions to any other circumstance (such as dermatitis) which interferes with the ability to perform hand hygiene.

 4.2 Executive Director must be contacted if an employee cannot perform hand hygiene and discuss potential workplace modifications.

Revised/Reviewed: **May 30, 2019**

This policy shall be reviewed at the discretion of the Board but at least annually.