Infection Control

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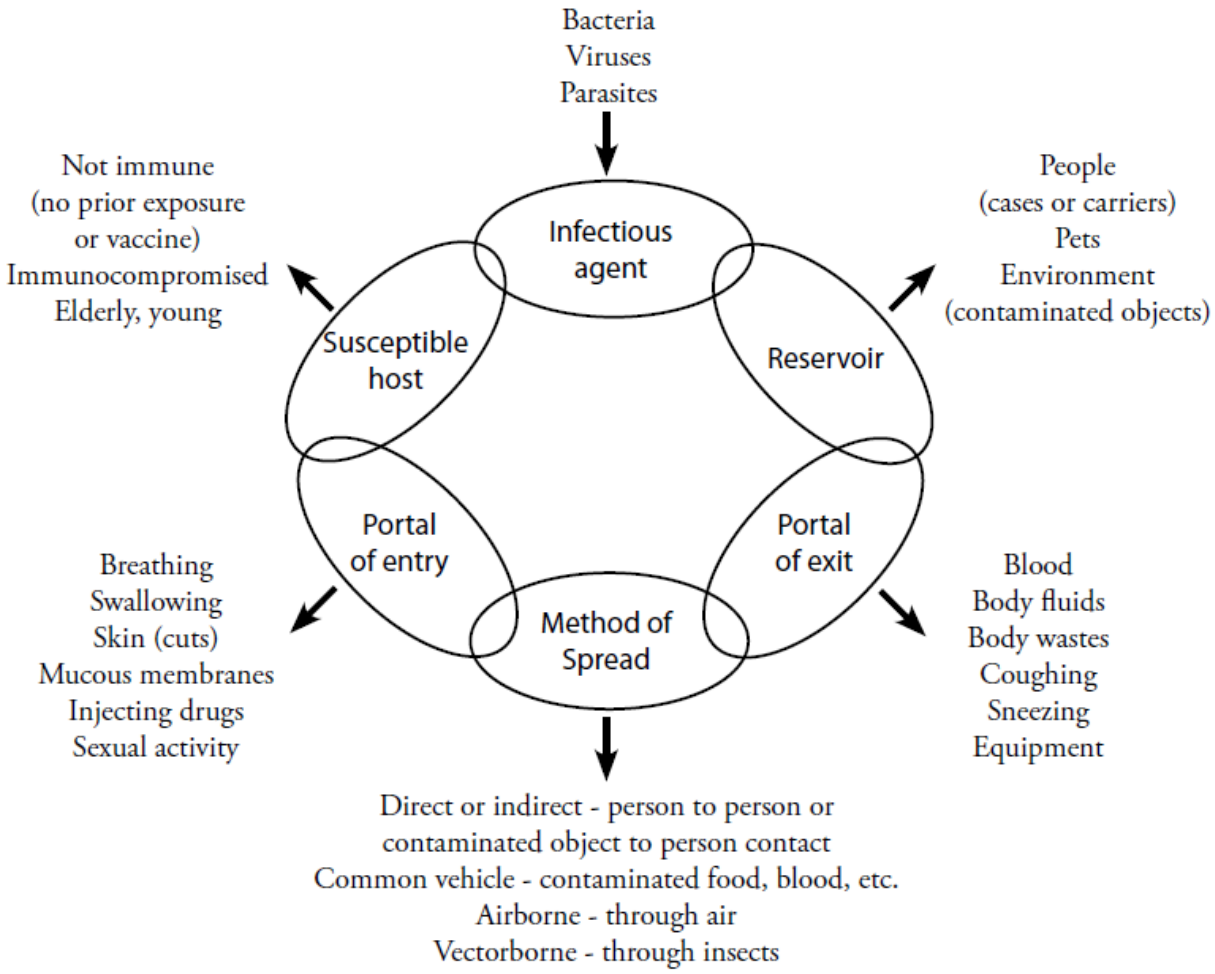
Overview

Infection is a result of the interaction of an infecting agent with a host. Infection can spread by one or more factors within the environment. These inter-related factors are known as the "Chain of Infection". Infection control measures target the various links in an attempt to "break the chain" and thereby prevent the spread of infection.

Chain of Infection



Washing your hands (hand hygiene) is the single most effective way to reduce the spread of infection!

Principals and non-school based department heads are responsible for identifying and evaluating hazards, including potential causes of infection, in their facility. If an infection hazard cannot be eliminated, controls must be used to reduce the hazard to a level as low as is reasonably achievable.

Legislative Requirements

Under provincial workplace health and safety legislation, the principal or non-school based department head is required to ensure the health and safety of employees and other individuals present at district sites and take every reasonable measure in the workplace to reduce hazards and risks to acceptable levels.

All employees are required to participate in the process, identify the hazards they are aware of and follow procedures to eliminate and/or minimize hazards. Infection Control is regulated under the following:

- Occupational Health and Safety Act, Regulation and Code (Alberta).
- Public Health Act (Alberta).
- Communicable Disease Regulation (Alberta).
- Food and Food Establishments Regulation (Alberta).
- Safety in the Science Classroom (Alberta Education).

Guidelines for Meeting Legislative Requirements

1. General Prevention

To prevent the transmission/spreading of infection from one individual/object to another, individuals should be instructed to cover their mouth when they cough or sneeze (keep disposable tissues handy), avoid touching their eyes or mouth and utilize proper hygiene practices regarding hand-washing, equipment and classroom cleanliness.

Proper hand-washing techniques shall be implemented during all relevant work/school activities. Teachers shall ensure proper hand washing techniques are implemented with staff/students/visitors and volunteers during relevant school/classroom activities. (See Attachment B regarding proper handwashing technique).

Teachers shall ensure their classrooms and teaching equipment are cleaned and appropriately maintained (See Attachment D regarding cleaning and sanitizing equipment, toys and other surfaces). Caretakers are responsible for the general cleaning of walls, floors, chairs, tables, desks and windows. Caretakers are generally not responsible for cleaning of teaching materials, displays and animals/plants.

2. Insects, Rodents & Parasites

Awareness

It is possible for infestations of insects, rodents and/or parasites to develop at a site. For the purposes of this document, an infestation is defined as an event where insects, rodents or parasites "inhabit or overrun in numbers large enough to be harmful, threatening or obnoxious".

Examples of insects, rodents and parasites are: ants, wasps, mosquitoes, mice, gophers, head lice and/or scabies.

Identification/Assessment

Evidence

- Nests, droppings
- Stings, bites
- Visual sightings
- Itching

Prevention

Insects and Rodents

- Ensure all food is sealed and contained properly. Eliminating food source is the key to controlling infestation.
- Empty garbage containers regularly, containers both inside and outside the school.
- Empty pop and juice containers should be in sealed garbage bags and disposed of daily. DO NOT store recyclable items for extended periods.
- Wear long sleeve shirt and pants and apply insect repellent, if around mosquitoes.
- Reduce and eliminate stagnant water sources where possible (e.g., bird baths, pop cans, juice containers).

Parasites

- Individuals should not share headwear, combs and/or brushes.

Response & Reporting

Insects and Rodents

1. Secure area and identify source.

2. Request caretaker to clean up (utilize Rodent Clean Up Task Hazard Analysis). If your caretaker is unable to correct problem at the site, submit a service request to service@cssd.ab.ca requesting pest control.

3. Submit a Hazard Report through EARS for serious infestations.

Parasites

1. If possible, identify source.

2. See Task Hazard Analysis for Response to Skin and Scalp Infections.

3. Submit a Hazard Report through EARS for serious infestations.

3. Water Intrusion and Potential Mould Growth

Awareness

When water damage caused by floods or leaks occurs it is critical to take action and identify cause/source and initiate repair/clean up within the first 24 hours. Action will help prevent the development of mould growth and health concerns. This will also decrease the cost of clean-up. If the water damage is caused by a source contaminated with sewage or chemicals, additional procedures and health and safety precautions may be required.

Identification/Assessment

Evidence

- Water/moisture present in areas or on material
- Visible mould
- Musty odour

Assessment Tools

- Visual Mould Inspection Checklist (see Forms).

Prevention

- Not all water intrusions are preventable. However, further damage from water intrusion and potential mould growth can be prevented or minimized by action within the first 24 hours.
- Utilize the applicable Task Hazard Analysis (Clean Up of Flood and/or Water Damage or Clean Up of Sewage or Contaminated Flood and/or Water Damage).

- Utilize the Visual Mould Inspection Checklist (see Forms).

Response and Reporting

1. Determine source/cause of water intrusion.
2. Contain or stop further damage from water intrusion.
3. Request caretaker to clean up. (Utilize Task Hazard Analysis for Clean Up of Flood and/or Water Damage).
4. Submit a Hazard Report through EARS and attach completed Visual Mould Inspection Checklist to Hazard Report. Indicate in the comments section of the Hazard Report that a Visual Mould Inspection Checklist is attached. If required, submit a SSR.

4. Indoor Air Quality

Awareness

The quality of indoor air contributes to a favourable teaching and learning environment for students, teachers and staff, as well as provides a sense of comfort, health and well-being.

Failure to respond promptly and effectively to Indoor Air Quality (IAQ) concerns can have consequences on occupants' health and potential costs to the educational environment.

Identification/Assessment

Evidence

- Freshness of air (stale air or perceived quality of air).
- Occupant symptoms*, such as:
  - Watery eyes
  - Dry throat
  - Wheezing
  - Headaches
  - Nausea
  - Stuffy feeling
  - Sinus congestion
  - Odour

* These symptoms, however, may also be caused by other factors, and are not necessarily due to air quality deficiencies. Environmental stressors such as improper lighting, noise,

vibration, overcrowding, poor ergonomics and psychosocial problems (such as job or home stress) can produce symptoms that are similar to those associated with poor air quality, but require different solutions.

Typical Causes of Poor IAQ*:

- Comfort Parameters (e.g., temperature and humidity).
- Biological Sources (e.g., animals, mould, contagious occupants present).
- Housekeeping Sources (e.g., storage issues cluttered classrooms, new products).
- Outdoor Sources (e.g., vehicle exhaust, maintenance, pollen levels or allergens from outside entering the building).
- Building Sources (e.g., painting, roofing, pesticide application, new furnishings, drain traps dry, chemical storage).

*Acceptable guidelines regarding the parameters of Indoor Air Quality fall within a continuum. Note that not all individuals are comfortable within the recognized standards or guidelines regarding acceptable parameters due to individual preferences and susceptibilities.

Prevention

There are some basic methods for controlling concentrations of indoor air pollutants, such as:

- **Ventilation** – the building code determines that occupied buildings must have a certain quantity of outdoor air supplied to the area. Example: supply and return air not obstructed. Do not place furniture near, or papers on, furnaces and univents (perimeter heating vents).
- **Contaminant Source Management** – examples:
  - *Odour* - vehicle not allowed to idle near air intakes, no storage of chemical, garbage and recyclables in fan rooms (HVAC equipment), proper storage of food products, storage of chemicals and proper animal stewardship
  - *Moisture* - utilization of the Visual Mould Inspection Checklist upon water intrusion.
- **Local Exhaust** – Removal of pollutants at source. Examples: the use of exhaust fans in rest rooms, kitchens, science labs, welding booths, etc.
- **Exposure Control** – limit repair and maintenance that may produce a contaminant source to non-occupant hours. Example: re-flooring, painting occurring after work hours, on weekends or vacation periods when possible.
- **Air Cleaning** – primarily involves the appropriate filtration of particles from indoor. Example: verifying filter is in good condition, properly installed and no major air leaks.

Response and Reporting

1. Identify cause of adverse conditions, if possible.
2. Correct cause of adverse conditions, if possible.

3. If cause of adverse condition was not identifiable at the site level, submit a SSR for an air quality investigation listing: the room(s) affected, staff/student symptoms, absentee rates, description of odour, when adverse condition was first noticed and any pattern to the symptoms.

5. Contagious/Communicable Health Emergencies

Awareness

Some illnesses are contagious and may cause an outbreak to develop from a variety of sources. To minimize or eliminate the transmission/spread of contagious outbreaks, individuals should utilize general prevention and proper hygiene practices regarding hand washing and equipment and classroom cleanliness. Individuals should also cover their mouth when they cough or sneeze and avoid touching their eyes or mouth or sharing personal hygiene items (e.g., hair brush, toques, etc.).

Please refer to the following attachments for more information:

- Attachment A - Alberta Health Services (AHS) Notifiable Disease and Diseases Under Surveillance List.
- Attachment B - 'Cover Your Cough, Clean Your Hands' Poster, and The City of Calgary's 'How to Handwash' Poster
- Attachment C - AHS's Surface Cleaning/ Disinfection Guidelines for Outbreaks in Child Care Facilities
- Attachment D - AHS's Cleaning and Sanitizing Food Contact Surfaces, Equipment, Toys, and Other Surfaces
- Attachment E - AHS's Cleaning and Disinfecting Guidelines for Blood Spills, Feces, Vomit and Other Body Fluids

Note: The Oxivir Tb wipes available for order through the district's supply management is an approved sanitation/disinfecting product (has 0.5% accelerated Hydrogen peroxide) by AHS for infection/ communicable outbreaks.

In the event of a major outbreak, which may include pandemic situations, further direction and information would be provided from the district and/or Alberta Health Services (AHS). Contingency plans are prepared to address a variety of situations stemming from the outbreak.

Identification/Assessment

Evidence

- Confirmed communicable/ contagious disease or absenteeism rate exceeding 10% of population. Alberta Health Services in collaboration with the school confirms a communicable/ contagious disease or high absenteeism rate at a school (more than 10% or type of disease/illness). List of Alberta Health Notifiable Disease and Diseases Under Surveillance is found in Attachment A.

Prevention

To reduce the likelihood of an outbreak we will be proactive by taking the following precautions:

1. Ensure proper hygiene signage is visible throughout the school (examples available in Attachment B).
2. Ensure soap and/or hand sanitizer dispensers are available in all classrooms and office areas.
3. Instruct students/staff in effective hand washing and sneeze/coughing etiquette.
4. Ensure students/staff who are sick stay home.
5. Ensure 2 emergency contact numbers are on file for each student/staff.
6. Office personnel need to track all absences. For absentee rates above 10% see below.

For confirmed communicable diseases or absenteeism rate exceeding 10% of population, the following procedures apply:

1. Alberta Health Services in collaboration with the school confirms a communicable disease or high absenteeism rate at a school (more than 10% or type of disease/illness).
2. Principal/designate initiates a Service Request either by e-mail (service@cssd.ab.ca) or by phone call to the Service Desk at 403-500-2500.
3. The generated Service Request will notify the Area Superintendent/Director, Communications, Health and Safety, Employee Wellness and Safety, and Caretaking of particulars, and to implement and coordinate required standard cleaning protocol.
4. The Principal/designate will follow up with the Area Superintendent/Director, and Communications who creates communication to parents/staff.
    - Please include percentage away related to similar illness and/or symptoms, if there is a grade/room with unusually high absentee numbers, number of staff away, and any other relevant information.
    - Inquiries will have to be made to determine if students and staff are absent due to the same illness/symptoms
5. The school completes an incident report and submits through EARS, and files a copy in their Incident/Accident Binder.

Pandemic Procedures:

In the event of a pandemic, in addition to the above 5 steps:

6. Assemble staff for a staff meeting.
7. Initiate fan out.
8. Change message on the school's answering machine to reflect any new information.
    - Direct parents to identify specific symptoms when reporting a student absence due to illness.

6. Blood/Body Fluid and Condom, Needle Clean Up

Awareness

To prevent the transmission/spread of infection when an individual encounters or becomes aware of the presence of used condom, needles and/or blood/body fluid it is important to immediately secure the area, report the incident and, if properly trained, clean up using the appropriate disinfecting guidelines in Attachment E and Task Hazard Analysis (Body Fluids Clean-up, Condom and Needle Debris Clean-up).

Identification/Assessment

Evidence

- Blood/Body Fluids (e.g., fecal matter, vomit, urine, saliva)
- Used condoms and needles

Prevention

- Using appropriate personal protective equipment (PPE) when cleaning up blood/body fluid and used condoms and needles.
- If purchasing science curricular materials (e.g., dissection items), use an authorized source in the district's Acquire Guide.
- Complete inspections of outdoor areas for the presence of used condoms and needles. In areas of higher risk for the presence of used condoms and needles the Principal will ensure the caretaker completes daily inspections of the outdoor areas.

Response and Reporting

1. Secure area.

2. Report to Principal and have caretaker clean up, utilizing the appropriate disinfecting guidelines in Attachment E and Task Hazard Analysis (Body Fluids Clean-up, Condom and Needle Debris Clean-up).

3. Report ongoing issues with the presence of used condoms and needles by completing the Hazard Report Form (indicating high hazard) and submitting through EARS.

Sharps Containers

A sharps container is a container into which sharps are placed for safe containment and disposal. Sharps containers are made from a variety of materials, including lined cardboard, metal and plastic. In our schools, staff and students may need to use a sharp such as a needle for insulin injections. Sharps that may contain biohazardous material should not be thrown into the regular garbage.

To be acceptable for use, the container must have the following characteristics:

- Puncture resistant
- ¾ fill line indicating the maximum level that it is to be filled
- Closable with the lid handy. Each container is to be used only once and not emptied
- Leak proof- ensure the container remains upright
- Labeled with a green WHMIS sticker and SHARPS written on the container
- Placed as close as reasonably practicable to where the sharps are used
- Must be used by employees and students

7. Human Bite

Awareness

Communicable diseases and illness can be transferred from one human being to another through biting.

Identification/Assessment

Evidence

- Bite mark
- Blood
- Broken skin

Prevention

- Supervision
- NVCI (Non-Violent Crisis Intervention) training for at-risk individuals

Response and Reporting

1. Separate the biter from the bitee.
2. See Task Hazard Analysis regarding Care of Human, Animal and Insect Bites.
3. Inform the Principal of the incident.
4. Complete an Accident Report and First Aid Record Form and submit through EARS.
5. If a bite breaks the skin the Principal must inform Employee Wellness & Safety and the Area Superintendent/ Director immediately.

8. Animals in the Classroom

Awareness

A site that contains animals must consider that animals may cause allergic or asthmatic reactions. Animals can carry and pass harmful organisms, via touching or biting, which may cause illness to humans. Animals may have an adverse effect on indoor air quality and possibly impact on school financial resources due to required veterinary care due to illness.

Responsibility for the humane and proper care of animals is the legal obligation and moral responsibility of those who have assumed stewardship of the animals. The teacher accepts full responsibility for and must closely supervise and monitor care and use of animals in the classroom. The keeping of animals is governed by various pieces of legislation including: Alberta Wildlife Act, Alberta Animal Protection Act and The Criminal Code of Canada. Student caregivers must be supervised and should be taught proper methods of animals' care and handling.

Animals should only be in schools for specific educational, therapeutic or guide purposes. Animals may be in the classroom for observation only, not for experimentation. The purpose for keeping the animals needs to include, but not be limited to, the Alberta Program of Studies. The life expectancy of an animal should be considered before committing to long term care of an animal.

It is against the law to hold indigenous wild animals captive (e.g., gophers, crows).

Consider that animals may not be appropriate for all learning environments.

Identification/Assessment

Evidence

- Animal droppings
- Odour
- Student illness
- Animal illness
- Excessive humidity affecting air quality (e.g., fish tanks, overabundance of plants)

Prevention

- The Principal must approve the entry of all animals (temporary or permanent) into the school.
- Classrooms that have individuals with poor health status, asthma or allergies should not allow pets. If you have pets in your facility, inform parents before they enroll their child. Animals may need to be removed to address health concerns.
- All pets should be in good health, show no evidence of disease and be friendly towards students and staff.
- All amphibians and reptiles carry Salmonella bacteria. Therefore amphibians and reptiles including turtles and iguanas are not appropriate pets for elementary schools. Also avoid exotic pets such as ferrets or wild animals such as bats and skunks.
- Pets should not be allowed to roam free in the classroom.
- Teach staff and children to wash hands thoroughly with soap and water after handling pets or pet items and before eating.
- Students should be taught how to behave around a pet. Animals should not be provoked or teased.
- Students should be taught to keep their faces away from an animal's mouth, beak or claws and never to kiss an animal. Do not permit unsupervised handling of animals by any students.
- Persons with open cuts or sores should not handle animals. Disposable gloves are recommended. If a person is scratched or bitten, immediately wash the wounds well with soap and water.
- Animals should be housed in appropriate cages or aquariums, etc.
- Keep a tray or drop sheet under pet cages to capture pet wastes and material. Do not allow these materials to spill onto floors and furnishings.
- Clean the animal's living area at least once a week or as required to minimize odour and ensure appropriate sanitation. All animal waste should be disposed of immediately. Animal waste boxes should not be accessible to students. Place feces and waste in a plastic bag and then dispose in the outside trash bin.
- Never clean cages in kitchens or anywhere where food is prepared or eaten. Do not use sinks, bathtubs or shower stalls for cleaning animal cages unless thoroughly disinfected afterwards.

- Wear non-latex gloves when cleaning aquariums or animal cages. Wash hands thoroughly when finished.
- Check with district OH&S Officers for more information, advice and guidelines regarding pets in the school settings.

Response and Reporting

General Response

1. In the event of excessive odour or humidity in a classroom, the Principal has the authority and responsibility to address the appropriateness and level of animals in the classroom.

Bite

1. Isolate the animal that has bitten the person.
2. See Task Hazard Analysis regarding Care of Human, Animal and Insect Bites.
3. Inform the Principal of the incident.
4. Complete an Accident Report and First Aid Record Form and submit through EARS.
5. Principal must inform Alberta Health Services and Animal Control if a bite, from a canine, feline or ferret, breaks the skin. If the Principal contacts Alberta Health Services, the Principal must contact the Area Superintendent.

Animal Illness

1. If possible, identify cause of animal illness.
2. Do not allow individuals, other than primary care teacher, to handle animal.
3. If possible, remove from classroom to a quiet secure area.
4. If an animal has an apparent health issue or if an animal is in distress contact veterinarian for diagnosis and treatment.

Death of Animal

1. In the event of the death of an animal kept in the classroom, the animal must be disposed of safely and in a manner that is sensitive to student emotions and as per city by-law.

Human Illness

1. If possible, identify source of illness.
2. If it is suspected that animals are the cause of the illness, isolate animals and do not restrict handling of animals to classroom teacher. Teacher should utilize appropriate personal protective equipment when handling animals.
3. Watch for trends and frequency of illness. If 10% of the student population that is in contact with the animal is absent from an illness caused by the same animal source; the Principal must contact Alberta Health Services.
4. If the Principal contacts Alberta Health Services, the Principal must contact the Area Superintendent and submit an Incident Report through EARS.

9. Plants in the School and Classroom

Awareness

Consider that plants may not be appropriate in certain learning environments and in some circumstances may cause human illness and/or affect individuals' ability to move safely into, out of and within the building.

Identification/Assessment

Evidence

- Odour
- Excessive insects present on, or around, plants
- Student/staff illness
- Excessive humidity affecting air quality
- Constant movement of plants required to allow for regular school activities
- Mould on top of soil

Prevention

- Only select plants that are non-toxic to humans. Verify plant selection with a local garden centre.
- Plants require a routine maintenance plan including feeding, watering, repotting, and pruning. Arrangements for care during the vacation and summer periods must be made by the classroom teacher in consultation with the principal.
- Number of plants in classroom, hallway or entrances must not impede the safe exit and entry of staff, students and visitors.

- A school or classroom shall not have plants in numbers that affect the air quality or humidity.

Response & Reporting

1. Identify plants causing adverse conditions.
2. Remove and discard plant from school site.
3. If plant presence caused student or employee illness, complete Accident Report and First Aid Record Form and submit through EARS.

10. School Stores/Foods Lab

Awareness

All sites that *sell* (school stores) any type of food products or items must obtain a permit from the Alberta Health Services. Note – there is no cost to obtain permit.

A site that stores, handles and delivers food items has the potential to transfer a food related illness if that site does not follow the AHS's established policy regarding the proper storage, handling and delivery of food items.

All school store sites and equipment utilized should suit the requirements of the food products being sold as per the limitations of the Alberta Health Services permit.

Identification/Assessment

Evidence

- Foul odour from food
- Discoloration of food items
- Mould
- Rodent and/or insect infestation
- Gastrointestinal infections of more than one student consuming food from the same food source (fever, vomiting, diarrhea)
- Poor housekeeping

Prevention

- Must follow the operation of school stores Task Hazard Analysis.
- Sites must only obtain foods from approved sources (e.g., the company must also have a permit).
- Rotate stock regularly (weekly) to ensure products are used before their "best before" date.

- Ensure school store facility meets AHS permit requirements for products sold and stored. Any site providing one, or a combination of, items listed below, must have the following equipment:

Requirements for Different Types of food Service	**Degree of Food Handling and Preparation Required**	**Risk (D-no potentially hazardous risk foods; A – Very high risk foods)**	**Comments/Requirements**
Milk Program	None	**C**	- Food source must be a AHS licensed inspected facility; - Calibrated refrigerator and/or probe thermometers; - Refrigeration 4°C or less; - Controlled packaging, transportation and temperature.
Water Coolers	None	**D**	- Food source must be a AHS licensed inspected facility; - Reservoir needs to be cleaned and sanitized.
Outdoor BBQ or Hot Lunch	Cook and serve	**B**	- Food source must be a AHS licensed inspected facility; - Calibrated refrigerator and/or probe thermometers; - Sanitizer test strips; - Refrigeration 4°C or less; - Hand washing – sink with soap and paper towels; - Two compartment sink; - Portable fire extinguisher; - Hot holding food warmers that exceed 60°C; - Completion and receive a certificate from the 1-3 hour **on-line interactive study course in food safety**; https://www.coursesites.com/webapps/Bb-sites-course-creation-BBLEARN/courseHomepage.htmlx?course_id=_460088_1 - Cleaning and sanitization of eating areas with a recognized solution.

Requirements for Different Types of food Service	**Degree of Food Handling and Preparation Required**	**Risk: Low-High (D- no potentially hazardous risk foods; A – Very high risk foods)**	**Comments/Requirements**
Hot Dogs days (or similar fund raisers)	Heating and serving	**C**	- Food source must be a AHS licensed inspected facility; - Calibrated refrigerator and/or probe thermometers; - Sanitizer test strips; - Refrigeration 4ºC or less; - Hand washing – sink with soap and paper towels; - Two compartment sink; - Stove; - Hot holding food warmers that exceed 60ºC; - Completion and receive a certificate from the 1-3 hour **on-line interactive study course in food safety**; https://www.coursesites.com/webapps/Bb-sites-course-creation-BBLEARN/courseHomepage.htmlx?course_id=_460088_1 - Cleaning and sanitization of eating areas with a recognized solution.
Individually portioned food purchased from an external source such as pizzas & hamburgers	Individually boxed or wrapped - none	**C-B**	- Food source must be a AHS licensed inspected facility; - Calibrated refrigerator and/or probe thermometers; - Hand washing – sink with soap and paper towels; - Cleaning and sanitization of eating areas with a recognized solution; - Controlled packaging, transportation and temperature;
Food requiring portioning purchased from an external source such as pizzas	Minimal handling	**C**	- Food source must be a AHS licensed inspected facility; - Calibrated refrigerator and/or probe thermometers; - Hand washing – sink with soap and paper towels; - Two compartment sink; - Completion and receive a certificate from the 1-3 hour **on-line interactive study course in food safety**;

Requirements for Different Types of food Service	Degree of Food Handling and Preparation Required	Risk: Low-High (D- no potentially hazardous risk foods; A – Very high risk foods)	Comments/Requirements
			https://www.coursesites.com/webapps/Bb-sites-course-creation-BBLEARN/courseHomepage.htmlx?course_id=_460088_1 - Cleaning and sanitization of eating areas with a recognized solution; - Controlled packaging, transportation and temperature.
Breakfast Programs - pre-packaged food with no food preparation	None	**C-D**	- AHS Food Service Permit or Approval; - Food source must be a AHS licensed inspected facility; - Calibrated refrigerator and/or probe thermometers; - Refrigeration 4ºC or less; - Cleaning and sanitization of eating areas with a recognized solution; - Controlled packaging, transportation and temperature.
Breakfast Programs - with some food preparation	Minimal handling	**C-B**	- AHS Food Service Permit or Approval; - Food source must be a AHS licensed inspected facility; - Calibrated refrigerator and/or probe thermometers; - Sanitizer test strips; - Refrigeration 4ºC or less; - Hand washing – sink with soap and paper towels; - Two compartment sink; - Coverings for lights; - Completion and receive a certificate from the 1-3 hour **on-line interactive study course in food safety**; https://www.coursesites.com/webapps/Bb-sites-course-creation-BBLEARN/courseHomepage.htmlx?course_id=_460088_1 - Cleaning and sanitization of eating areas with a recognized solution.
Kiosk (prepackaged) - **no** Potentially Hazardous Foods	None	**D**	- AHS Food Service Permit or Approval; - Food source must be a AHS licensed inspected facility.

Requirements for Different Types of food Service	**Degree of Food Handling and Preparation Required**	**Risk: Low-High (D- no potentially hazardous risk foods; A – Very high risk foods)**	**Comments/Requirements**
Kiosk with serving Potentially Hazardous Foods	Cook and serve	**C**	- AHS Food Service Permit or Approval; - Food source must be a AHS licensed inspected facility; - Calibrated refrigerator and/or probe thermometers; - Sanitizer test strips; - Refrigeration 4ºC or less; - Hand washing – sink with soap and paper towels; - Smooth washable walls and ceilings; - Two compartment sink; - Coverings for lights; - Portable fire extinguisher; - 1 staff per shift has a **Provincial Certificate** in food safety and sanitization; https://app.bookking.ca/bkahsephpub/courses/index.asp contact Business Services @ 500-2743. - Cleaning and sanitization of eating areas with a recognized solution.
Lunchroom - Food preparation on site	Full	**B**	- AHS Food Service Permit or Approval; - Food source must be a AHS licensed inspected facility; - Calibrated refrigerator and/or probe thermometers; - Sanitizer test strips; - Refrigeration 4ºC or less; - Hand washing – sink with soap and paper towels; - Smooth washable walls and ceilings; - Two compartment sink or three compartment sink or commercial dishwasher; - Coverings for lights; - Portable fire extinguisher; - Stove; - Commercial convection oven; - Hot holding food warmers that exceed 60ºC.

Requirements for Different Types of food Service	Degree of Food Handling and Preparation Required	Risk: Low-High (D- no potentially hazardous risk foods; A – Very high risk foods)	Comments/Requirements
			- 1 staff per shift has a **Provincial Certificate** in food safety and sanitization; https://app.bookking.ca/bkahsephpub/courses/index.asp contact Business Services @ 500-2743. - Cleaning and sanitization of eating areas with a recognized solution.
Cafeterias- Full food service operation	Full	**B-A**	- AHS Food Service Permit or Approval; - Food source must be a AHS licensed inspected facility; - Calibrated refrigerator and/or probe thermometers; - Sanitizer test strips; - Refrigeration 4°C or less; - Hand washing – sink with soap and paper towels; - Smooth washable walls and ceilings; - Three compartment sink or commercial dishwasher; - Coverings for lights; - Portable fire extinguisher; - Hooded extinguishing system; - Stove; - Commercial convection oven; - Hot holding food warmers that exceed 60°C; - 1 staff per shift has a **Provincial Certificate** in food safety and sanitization; https://app.bookking.ca/bkahsephpub/courses/index.asp contact Business Services @ 500-2743. - Cleaning and sanitization of eating areas with a recognized solution.

Thermometers

All schools participating in food service delivery, with the exception of water coolers, are required to have both refrigerator thermometers and probe thermometers on site. This also applies to schools hosting special function days such as Pancake Tuesday, BBQ's and hot dog days. The internal temperature must be taken prior to service of product to ensure an internal temperature of 74°C has been achieved. On pizza or submarine days then food temperatures must be taken on arrival of the product to ensure foods are either above 60°C for hot foods and below 4°C for cold foods.

Potentially Hazardous Foods

These are foods that have the potential, if not stored in a safe manner, to cause food poisonings. This includes frozen Pizza Pockets, Burritos, pre-made sandwiches and submarines purchased from Costco or other retailers, yogurt or other dairy products.

Fire Safety

All areas other than those kitchens equipped with a commercial hooded venting system can not cook foods with the potential to release grease laden vapors into the air. (frying hamburger on the top of the stove releases grease laden vapors into the air).

Purchasing of Items

Schools can purchase the following items from any cafeteria supplier. Alternatively Supply Management has obtained pricing for the test strips, fridge thermometers and probe thermometers from Russell Foods, the pricing is as follows and can be ordered directly from Russell Foods at (403) 253-1383:

QACQV quaternary test strips 400PPM $17.71 per tube (quantity 200);

Chlorine test strip 200PPM $21.65 per tube (quantity 200);

335-RF-2 cooler thermometer $7.85 per pack (2); and

1246-RF-2 pocket test (probe) thermometer 100 degree Celsius $10.44 per pack (2).

Test Strips

If Quaternary Ammonia is used as a sanitizer, quaternary test strips are used to test and verify the sanitation solution strength. The Quaternary sanitation solution strength should be **200ppm**.

If Chlorine is used as a sanitizer, chlorine test strips are used to test and verify the sanitation solution strength. The Chlorine sanitation solution strength for dishwashing facilities should be **50-100ppm**, for wiping cloths the sanitation solution strength should be **100-200ppm**.

Further information regarding food handling can be found in the Alberta's Public Health Act, Food Regulation http://www.qp.alberta.ca/documents/Regs/2006_031.pdf

Response and Reporting

1. Determine source of problem.
2. If possible, eliminate source (e.g., discarding of spoiled food, dish cloths/rags).
3. Clean area housing source of problem (e.g., counter top, refrigerator, display case).

Gastrointestinal Infections

1. If possible, determine source of problem and cease using/distributing immediately.
2. Inform the principal of problem, so the principal can inform the school Public Health Nurse or call Alberta Health Services (311)
3. Follow directions from the Alberta Health Services.
4. If the principal contacts the Alberta Health Services, the principal must notify the Area Superintendent and complete an Incident Report and submit through the Electronic Accident Reporting System (EARS).

11. Science Lab Handling

Awareness

Some materials required in the classroom as outlined in the science curriculum have the potential to spread infection and/or illness. To eliminate or minimize the potential risk, science lab materials and projects (e.g., use and/or dissection of specimens, use of culture plates, owl pellets, etc.) must be purchased, handled and stored appropriately.

Identification/Assessment

Evidence

- Not using appropriate personal protective equipment (PPE)
- Not maintaining a clean and usable environment
- Not following the appropriate handling, purchasing and lab procedures
- Unnecessary accumulation of chemicals
- Illness/Air Quality Issues

Prevention

- Use culture plates as outlined in the Task Hazard Analysis – Use of Culture Plates.
- Handle specimens as outlined in the Task Hazard Analysis – Use and/or Dissection of Specimens.
- Utilize appropriate personal protective equipment, if required, as outlined in appropriate Task Hazard Analysis.
- Purchase only commercially sold owl pellets. Commercially purchased owl pellets are sterilized and do not pose any infection hazards.
- Purchase specimens from district sanctioned sources only.
- Ensure all individuals wash their hands before and after handling science lab materials. Refer to Attachment B for proper handwashing technique.

- Maintain a hygienic environment and clean work area.
- Follow general standards and procedures as outlined in "Safety in the Science Classroom" by Alberta Education 2006

Response and Reporting

1. Determine source of infection/illness (e.g., poor housekeeping, not wearing PPE's).
2. Address the problem by eliminating source and/or ensuring controls are being used appropriately (e.g., PPE's, fume hood, clean work environment, hand washing, purchasing).
3. If a student, employee or visitor becomes ill from a science lab handling procedure complete the Accident Report and First Aid Record Form and submit through Electronic Accident Report System (EARS).

Training Requirements

Principals and non-school based department heads shall ensure that all employees are oriented on the Infection Control section during the annual OH&S orientation. Ensure review of the hygiene control, reporting and prevention requirements with all employees. For Food Handling permits and/or training requirements please contact Business Services.

Implementation Process

Getting Started

Principals and non-school based department heads shall identify health and safety concerns by:

- Reviewing relevant Position Hazard Assessment and associated Task Hazard Analysis' with employee.
- Completing an overview of the infection control section with all staff.
- Assigning roles and responsibilities as appropriate to each site.
- Arranging for support from supervisors/consultants as required.

Ongoing Activities

Principals and non-school based department heads shall:

- Complete inspections throughout the school year to ensure proper housekeeping, animal stewardship and plant care is maintained.
- Complete regular review of proper hand-washing and housekeeping guidelines with staff and students.

- Ensure appropriate Alberta Health Services permit is obtained for school stores contact Business Services at 403-500-2743 for further details.

Attachments

Attachment A – Alberta Health Services Notifiable Disease and Diseases Under Surveillance List

Alberta Health
Notifiable Disease and Diseases Under Surveillance List — January 2015

Notifiable Communicable Diseases

Under the *Communicable Diseases Regulation*, notifiable communicable diseases are reportable within 48 hours or by fastest means possible. Unless otherwise indicated, notifiable communicable diseases are reportable within 48 hours to the Medical Officer of Health (MOH). Where a communicable disease is designated as requiring notification by the fastest means possible, the MOH shall immediately be notified by direct voice communication.

Pursuant to Section 27 of the *Public Health Act*, where the MOH receives notification of a communicable disease that is designated as fastest means possible, the MOH shall immediately notify the Chief Medical Officer of Health (CMOH) by direct voice communication.

Notifiable sexually transmitted communicable diseases are notifiable to the CMOH within 48 hours.

Refer to the Alberta Public Health Notifiable Disease Management Guidelines posted at www.health.alberta.ca/professionals/notifiable-diseases-guide.html for information on the report form and submission timelines required.

- Acquired Immune Deficiency Syndrome
- Amoebiasis
- Anthrax
- Argentine Haemorrhagic Fever
- Botulism
- Brucellosis
- Campylobacteriosis
- Chancroid
- *Chlamydia trachomatis* Infection
- Cholera (O1, O139)
- Congenital Cytomegalovirus
- Congenital Rubella Infection
- Congenital Rubella Syndrome
- Congenital Syphilis
- Congenital Toxoplasmosis
- Congenital Varicella
- Crimean Congo Haemorrhagic Fever
- Dengue Fever
- Diphtheria
- Eastern Equine Encephalitis
- Ebola Haemorrhagic Fever
- Encephalitis - Specified & Unspecified
- *Escherichia coli* Verotoxigenic Infection - including O157:H7
- Giardiasis
- Gonococcal Infection
- Haemolytic Uremic Syndrome
- *Haemophilus influenzae* - non-serotype b, Invasive
- *Haemophilus influenzae* - serotype b, Invasive
- Hepatitis A
- Hepatitis B, Acute Case & Chronic Carrier
- Hepatitis C, Acute Case & Chronic Case
- Hospital Acquired Infections
- Human Immunodeficiency Virus
- Influenza A/B
- Kawasaki Disease
- Lassa Fever
- Legionellosis
- Leprosy
- Leptospirosis
- Listeriosis
- Lymphogranuloma Venereum
- Malaria
- Marburg Haemorrhagic Fever
- Measles
- Meningitis (all causes)
- Meningococcal Disease, Invasive
- Muco-Purulent Cervicitis
- Mumps
- Neonatal Herpes Simplex Infection
- Non-Gonococcal Urethritis
- Novel Coronavirus – including Middle East Respiratory Syndrome (MERS) and Severe Acute Respiratory Syndrome (SARS)
- Ophthalmia Neonatorum – *Chlamydia trachomatis*
- Ophthalmia Neonatorum – *Neisseria gonorrhoea*
- Paratyphoid Fever
- Pertussis
- Plague
- Poliomyelitis
- Powassan Encephalitis
- Psittacosis
- Q Fever
- Rabies
- Relapsing Fever, Louseborne
- Reye Syndrome
- Rickettsial Infection - including Rocky Mountain Spotted Fever
- Rubella
- Salmonellosis
- Shigellosis
- Smallpox
- St. Louis Encephalitis
- Syphilis
- Tetanus
- Toxic Shock Syndrome (*Staphylococcus aureus*)
- Trichinosis
- Tuberculosis
- Tularemia
- Typhoid Fever
- Typhus, Louseborne
- Typhus, Murine
- Typhus, Scrub
- Varicella (Chickenpox)
- Varicella Zoster (Shingles)
- West Nile Virus, Asymptomatic Infection
- West Nile Virus, Neurological Syndrome
- West Nile Virus, Non-Neurological Syndrome
- Western Equine Encephalitis
- Yellow Fever
- Yersiniosis

Diseases Under Surveillance

Pursuant to Section 15 of the *Public Health Act*, the CMOH has identified those diseases which are not prescribed as a notifiable disease under the regulations but which the CMOH considers advisable to keep the disease under surveillance to assess the impact of the disease and the need for further intervention. Diseases under surveillance are notifiable to the CMOH by the MOH, physician or director of a laboratory.

- Acute Flaccid Paralysis
- Carbapenemase Producing Organisms
- *Clostridium difficile* – Associated Infection
- Creutzfeldt-Jakob disease, Classic
- Creutzfeldt-Jakob disease, Variant
- Cryptococcosis *(gattii)*
- Cryptosporidiosis
- Cyclosporiasis
- Hantavirus Pulmonary Syndrome
- Hepatitis D
- Hepatitis E
- Histoplasmosis
- Jamestown Canyon Virus
- Japanese Encephalitis
- Lyme Disease
- Pneumococcal Disease, Invasive
- Rift Valley Viral Haemorrhagic Fever
- Severe Respiratory Illness (SRI)
- Shellfish Poisoning - including Paralytic and Amnesic
- Snowshoe Hare Virus
- Streptococcal Disease - Group A, Invasive
- Streptococcal Disease – Group B, Newborn
- Subacute Sclerosing Panencephalitis
- *Vibrio cholerae* Infection (non-O1, non-O139)
- *Vibrio parahaemolyticus* Infection

Reporting of Epidemics / Diseases in Unusual Form / Rare or Emerging Diseases

Pursuant to Section 26 of the *Public Health Act*, a health practitioner, teacher or person in charge of an institution "who knows of or has reason to suspect the existence of a communicable disease in epidemic form, another illness or health condition occurring at an unusually high rate or a communicable disease or another illness or health condition that is caused by a nuisance or other threat to the public health", must notify the MOH by the fastest means possible.

Surveillance and Assessment

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Laboratory Reporting

Pursuant to Section 23 of the *Public Health Act*, where an examination of a specimen derived from a human body reveals evidence of a communicable diseases, the director of the laboratory conducting the examination shall notify the MOH in the case of a disease referred to in Section 20(1) or notify the CMOH in the case of a disease referred to in Section 20(2).

Pursuant to Section 15 of the *Public Health Act*, the CMOH has identified those diseases which are not prescribed as a notifiable disease under the regulations but which the CMOH considers advisable to keep the disease under surveillance to assess the impact of the disease and the need for further intervention. Diseases under surveillance are notifiable to the CMOH by the MOH, physician or director of a laboratory.

The following communicable diseases are reportable by the director of the laboratory conducting the examination to the MOH in the case of a disease referred to in Section 20(1) of the *Public Health Act*.

Notifiable Disease under *Communicable Diseases Regulation*
Diseases Under Surveillance under *Public Health Act*

Copy to MOH and Attending Physician
*Copy to the CMOH, MOH and Attending Physician
**Copy to the CMOH and Attending Physician

- Amoebiasis
- Anthrax
- Argentine Haemorrhagic Fever
- **Bacillus cereus*
- Botulism
- Brucellosis
- Campylobacteriosis
- *Carbapenemase Producing Organisms
- *Cerebrospinal Fluid Isolates
- Chancroid
- *Chlamydia trachomatis* Infection
- Cholera (O1, O139)
- ***Clostridium difficile* – Associated Infection
- **Clostridium perfringens*
- Congenital Cytomegalovirus
- Congenital Rubella Infection/Syndrome
- Congenital Syphilis
- Congenital Toxoplasmosis
- ***Corynebacterium pseudotuberculosis*
- ***Corynebacterium ulcerans*
- Creutzfeldt-Jakob disease, Classic
- Creutzfeldt-Jakob disease, Variant
- Crimean Congo Haemorrhagic Fever
- Cryptococcosis *(gattii)*
- Cryptosporidiosis
- Cyclosporiasis
- Dengue Fever
- Diphtheria
- Eastern Equine Encephalitis
- Ebola Haemorrhagic Fever
- **Enterovirus-includes Coxsackie A/B and Echovirus*
- *Encephalitis - Specified
- *Escherichia coli* Verotoxigenic Infection - including O157:H7
- Giardiasis
- Gonococcal Infection
- *Haemophilus influenzae* - non-serotype b, Invasive
- *Haemophilus influenzae* - serotype b, Invasive
- Hantavirus Pulmonary Syndrome
- Hepatitis A
- Hepatitis B
- Hepatitis C
- Hepatitis D
- Hepatitis E
- Histoplasmosis
- Human Immunodeficiency Virus (HIV)
- **Influenza A/B*
- Jamestown Canyon Virus
- Japanese Encephalitis
- Lassa Fever
- Legionellosis
- Leprosy
- Leptospirosis
- Listeriosis
- Lyme Disease
- Lymphogranuloma Venereum
- Malaria
- Marburg Haemorrhagic Fever
- Measles
- *Meningitis (all causes)
- Meningococcal Disease, Invasive
- **Methicillin Resistant Staphylococcus Aureus*
- Mumps
- Neonatal Herpes Simplex Infection
- **Norovirus*
- Novel Coronavirus – including Middle East Respiratory Syndrome (MERS) and Severe Acute Respiratory Syndrome (SARS)
- Ophthalmia Neonatorum – *Chlamydia trachomatis*
- Ophthalmia Neonatorum – *Neisseria gonorrhoea*
- Paratyphoid Fever
- **Parvovirus B19*
- Pertussis
- Plague
- Pneumococcal Disease, Invasive
- Poliomyelitis
- Powassan Encephalitis
- Psittacosis
- Q Fever
- Rabies
- Relapsing Fever, Louseborne
- Rickettsial Infection - including Rocky Mountain Spotted Fever
- Rift Valley Viral Haemorrhagic Fever
- **Rotavirus*
- Rubella
- Salmonellosis
- Shellfish Poisoning - including Paralytic and Amnesic
- Shigellosis
- Smallpox
- Snowshoe Hare Virus
- St. Louis Encephalitis
- **Staphylococcal intoxication*
- Streptococcal Disease - Group A, Invasive
- **Streptococcal Disease – Group B, Newborn
- Syphilis
- Tetanus
- Toxic Shock Syndrome (*Staphylococcus aureus*)
- Trichinosis
- Tuberculosis
- Tularemia
- Typhoid Fever
- Typhus, Louseborne
- Typhus, Murine
- Typhus, Scrub
- Varicella
- *Vibrio cholerae* (non-O1, non-O139)
- *Vibrio parahaemolyticus*
- West Nile Virus
- Western Equine Encephalitis
- Yellow Fever
- Yersiniosis

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Attachment B – Alberta Health Services Cover your Cough and How to Handwash Posters

Cover your Cough

Cough or sneeze into your upper sleeve, not your hands.

OR

Cover your mouth and nose with a tissue.

Put your used tissue in the waste basket.

Clean your Hands

After coughing or sneezing:

Wash with soap and water.

OR

Clean with waterless hand cleaner.

Alberta Health Services

Government of Alberta

How to handwash

To wash hands properly, rub all parts of the hands and wrists with soap and water or an alcohol-based hand sanitizer. Wash hands for at least 15 seconds or more. Pay special attention to the areas of the hand most frequently missed.

- Keep nails short.
- Avoid wearing rings.
- Avoid artificial nails or nail varnish.
- Remove watches and bracelets.
- Wash wrists and forearms if they are likely to have been contaminated.
- Make sure that sleeves are rolled up and do not get wet during washing.

If you have further questions or concerns, please call 403-943-LINK (5465)

Illustrations courtesy of
Ontario Ministry of Health.

Handwashing with soap and water

Cleaning with alcohol sanitizers

2009-0959

THE CITY OF CALGARY EMERGENCY MANAGEMENT AGENCY

calgary.ca | call 3-1-1

Attachment C – Alberta Health Services Surface Cleaning/ Disinfection Guidelines for Gastrointestinal (GI) Outbreaks in Child Care Facilities

Surface Cleaning/Disinfection Guidelines for GI Outbreaks in Child Care Facilities

A. Surfaces of Concern

"High touch" surfaces (such as those listed below) are the surfaces that are most likely to be contaminated, and should be cleaned and disinfected daily, and when visibly soiled:

- Tabletops,
- Light switches,
- Door knobs,
- Sink taps,
- Toilet handles,
- Kitchen counter tops, and
- Other surfaces that are touched frequently.

B. Procedures: "Wipe Twice"

Use a "wipe twice" procedure (a 2-step process) to clean and then disinfect surfaces (i.e. wipe surfaces thoroughly to clean visibly soiled material then wipe again with a clean cloth saturated with disinfectant to disinfect).

C. Recommended Disinfectants

Two disinfectants permitted by Environmental Public Health for use during GI outbreaks are:

1. **Diluted household bleach** solution. Prepare fresh daily by adding 1/3 of a cup of 5% household bleach to 4 litres of water (this 1:50 dilution provides the recommended 1000 parts-per-million chlorine disinfectant)

2. **0.5% Accelerated Hydrogen Peroxide**, used according to the label instructions.

For questions about disinfectants or cleaners, contact your local Environmental Public Health Office.

Modified From: Alberta Health Services (2009). Child Care Facility Environmental Public Health Information Manual. Edmonton: Alberta Health Services.

For more information, please contact your nearest Environmental Public Health office.

Edmonton Main Office	*780-735-1800*	*Grande Prairie Main Office*	*780-513-7517*
Calgary Main Office	*403-943-2295*	*Red Deer Main Office*	*403-356-6366*
Lethbridge Main Office	*403-388-6689*	*www.albertahealthservices.ca/eph.asp*	

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Attachment D – Alberta Health Services Guidelines for Cleaning and Sanitizing Food Contact Surfaces, Equipment, Toys and Other Surfaces (in Child Care Facilities)

Appendix F – Cleaning and Sanitizing Food Contact Surfaces, Equipment, Toys and Other Surfaces

1. Wash with a detergent and warm water.

2. Rinse with clean warm water.

3. Wipe, spray, or immerse for 2 minutes in one of the approved sanitizers listed below.

4. Air dry.

Approved Sanitizer	How to Mix	Solution Strength
Chlorine Solution	• 2 ml (1/2 teaspoon) household bleach per litre (4 cups) of water or • 30 ml (1 ounce or 2 tablespoons) household bleach per 15 litres (3.3 gal) or a domestic sink half-filled with water.	100 ppm Chlorine for food contact surfaces, toys and other environmental surfaces.
Quaternary Ammonia Solution (QUATS)	Follow manufacturer's instructions for mixing correct dilution and for the dilution required for environmental surfaces. Product must have a DIN issued by Health Canada.	200 ppm QUATS for food contact surfaces.
Iodine Solution	Follow manufacturer's instructions	12.5 – 25 PPM Iodine
Accelerated Hydrogen Peroxide	Follow manufacturer's instructions for mixing the correct dilution. Product must have a DIN issued by Health Canada.	0.5%AHP (with disinfectant claim)

Sanitizer concentration must be tested regularly with sanitizer test papers or other testing equipment unless the sanitizer is premixed by the manufacturer and marked with an expiry date.

Attachment E – Alberta Health Services Guidelines for Cleaning and Disinfecting Blood Spills, Feces, Vomit and Other Body Fluids

Appendix I – Cleaning and Disinfecting Blood Spills, Feces, Vomit and Other Body Fluids

All body fluids, including blood, along with the soiled cleaning equipment used to remedy the spill must be treated as infectious and handled cautiously. Only knowledgeable individuals should perform the clean-up procedure.

Before beginning the clean-up procedure, restrict public and staff access to the affected area and do not leave the contaminated area unattended. A hazard remains until the entire contaminated area and the soiled cleaning equipment have been disposed of safely.

A. Cement and Impervious Surfaces

1. Wear gloves (preferably disposable) made with impervious material to protect your hands. Torn gloves should not be used, and avoid tearing your gloves on equipment or sharp objects. Use additional personal protective equipment (PPE), as needed, to protect personal clothing, skin, lips, and eyes.

2. Blot excess fluid using paper towels or disposable rags/cloths. Mops are not recommended because they are difficult to clean and there may be possible aerosol generation.

3. Flood the affected area generously with a pre-made bleach solution (1 part household 5.25% bleach to 9 parts water) and let sit for a minimum of 10 minutes.

4. Blot up the bleach solution with fresh paper towels or disposable rags/cloths.

5. Place all used paper towels and rags/cloths in a sturdy, leak-proof garbage bag. If disposable gloves are used, remove and discard the gloves and other PPE at this point. Dispose of the plastic bag into the regular trash.

6. After cleaning and disinfecting the area, wash hands thoroughly with soap and water.

B. Carpet

If the spill occurs in a carpeted area, do not use a bleach solution as it can cause discoloration. A low-level disinfectant is recommended to clean the carpet. If the spill is heavy, you might want to replace the affected area of the carpet and underlay. Steam cleaning of the affected materials is also acceptable.

C. Precautions for Cleaning and Disinfecting

1. Bleach is corrosive and may damage to colored fabrics and corrode some surfaces unless rinsed off.

2. Bleach should only be used in well-ventilated areas and care should be taken to avoid

exposure to skin, eyes and mucous membranes.

D. Alternative Disinfectants

Alternative disinfectants such as accelerated hydrogen peroxide compounds can be used to clean blood and body fluids. Disinfectants must have a drug identification number (DIN) issued by Health Canada. The contact time and mixing instructions for cleaning blood and fluids issued by the manufacturer must be followed. Contact time is essential. Often, merely spraying and wiping or letting the disinfectant air-dry will not ensure sufficient contact time.

Forms

Visual Mould Inspection Checklist

School or Facility: _____ Room # (if any): _____

Inspection Date: _____ Inspector (name/title): _____

Instructions: Visually inspect all areas of the building which may include the inside, outside and, where applicable, underneath. If answering yes to a question, provide a brief explanation. Visually inspect all of the applicable items below and upon completion attach to a Hazard Report and submit through EARS.

Inside Room or Above Ceiling	**Yes**	**No**	**Explanation**
1. Is water damage visible on ceiling surface?	☐	☐	
2. Is water damage visible on floor surface?	☐	☐	
3. Is water damage visible on walls?	☐	☐	
4. Is there an odour or smell?	☐	☐	
5. Is water damage visible at surface edges?	☐	☐	
6. Is water damage visible around windows?	☐	☐	
7. Is there water damage or mould above suspended ceiling?	☐	☐	
8. Is there visible mould on surfaces?	☐	☐	
Additional comments/recommended action: If yes to any of the above and/or the material is wet beyond 24 hours, complete a Hazard Report and SR (Service Request). If inside, indicate a high hazard, if outside or underneath, indicate medium hazard.			

Outside	**Yes**	**No**	**Explanation**
1. Is water damage visible on skirting?	☐	☐	
2. Is rotting of skirting evident?	☐	☐	
3. Are any holes visible on exterior walls?	☐	☐	
4. Is water damage visible on eaves?	☐	☐	
5. Is water damage visible around windows?	☐	☐	

6. Is water damage visible around doors?	☐	☐	
7. Is damage to the roof surface visible?	☐	☐	
8. Are any drains plugged?	☐	☐	
Additional comments/recommended action: If yes to any of the above and/or the material is wet beyond 24 hours, complete a Hazard Report and SR (Service Request). If inside, indicate a high hazard, if outside or underneath, indicate medium hazard.			

Underneath (PPE must be worn):	**Yes**	**No**	**Explanation**
1. Is water damage visible on floor/ceiling joists?	☐	☐	
2. Is water damage visible on insulation?	☐	☐	
3. Is the ground surface wet or damp?	☐	☐	
4. Is water damage visible on the skirting	☐	☐	
5. Is water damage visible at edges?	☐	☐	
6. Are vents blocked or non-existent?	☐	☐	
7. Is the crawlspace excessively dirty, wet and odourous?	☐	☐	
Additional comments/recommended action: If yes to any of the above and/or the material is wet beyond 24 hours, complete a Hazard Report and SR (Service Request). If inside, indicate a high hazard, if outside or underneath, indicate medium hazard.			

This document should be filed in the Occupational Health and Safety Document Binder.