



OREGON YOUTH AUTHORITY
Policy Statement
Part I – Administrative Services



Subject:

Infection Control

Section – Policy Number:

C: Property Management - 8.3

Supersedes:

I-C-8.3 (08/15)
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I-C-8.3 (11/08)
I-C-8.3.a. (08/08)
I-C-8.3 (12/07)

Effective Date:

04/26/2024

Date of Last Review/Revision:

None

Related Standards and References:

- National Commission on Correctional Health Care, *Standards for Health Services in Juvenile Detention and Confinement Facilities* Y-B-02 (Infection Control Program)
- Centers for Disease Control and Prevention, www.cdc.gov
- Oregon Health Authority [form 8155](#) Treatment of Latent Tuberculosis Infection
- [Infection Control Resource Guide](#)
- [OYA Bloodborne Pathogens Plan](#)
- [OYA Agency Pandemic Response Plan](#)
- [OYA policy](#): 0-2.1 Professional Standards
 0-7.0 Use of Electronic Information Assets and Systems
 I-E-2.3 Requests for Youth Information and Records
 II-D-1.0 Facility Health Services
 II-D-2.0 HIV Testing of Youth
 I-C-8.1 Bloodborne Pathogens
- [OYA forms](#): YA 4491 OYA Health Status/Transfer Sheet
 YA 8409 State Vehicle Safety Kit Contents List
 YA 8410 Rescue Kit Contents List
 YA 8411 First Aid Kit Contents List
 YA 8412 Notice of Potential Contamination of Youth Personal Property

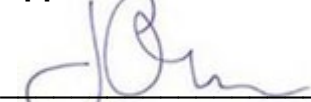
Related Procedures:

[Local Operating Protocols](#)

Policy Owner:

Health Services Director

Approved:



 Joseph O'Leary, Director

I. PURPOSE:

This policy describes the essential elements of OYA's plan to minimize staff and youth exposure to communicable and infectious ectoparasites and diseases commonly found in settings where close contact between humans occur, such as in correctional settings. The policy outlines specific OYA requirements to prevent

or contain infectious ectoparasites or diseases applicable to all OYA facilities and offices.

This includes requirements for communication between OYA facilities that discharge youth and OYA facilities or community placements that receive youth.

OYA's comprehensive Infection Control Plan includes the agency's Bloodborne Pathogens Plan. All parts of this plan are available for staff reference on OYANet, on the [Health Services](#) site, under the "[Infection Control](#)" tab.

II. POLICY DEFINITIONS:

Ectoparasites: Parasites (such as lice [pediculosis] and scabies) that live on the skin, are communicable, and may lead to secondary infections.

Personal Protective Equipment (PPE): Specialized clothing or equipment worn by staff for protection against a hazard. PPE includes gloves, gowns, laboratory coats, disposable jumpsuits, face shields or masks, eye protection, and CPR mouth guards.

Sanitizing: Sanitizing, as used in this policy, is the thorough disinfection of items or surfaces. Sanitizing requires the use of a solution of bleach and water (1 part bleach for every 10 parts water) or if a bleach solution is not available, a hospital grade disinfectant may be used. (Bleach solution is preferred due to its efficacy in sanitizing the broadest spectrum of pathogens). The item or surface being sanitized must remain wet with the bleach solution for a minimum of 30 seconds before it is dried. This requirement does not apply to phones, computers and other electronics which will be sanitized using specialized products made for this purpose in order to avoid damage.

Universal Precautions: A proactive approach to infection control which treats all human blood and certain human body fluids as if they were infectious. Universal Precautions include use of Personal Protective Equipment (PPE). Standard Precautions is the application of these features to all youth receiving care regardless of their diagnosis or presumed infection status.

Youth: A person in the legal and physical custody of the OYA, either in an OYA facility or placed in the community under supervision, or a person in the legal custody of the Department of Corrections and the physical custody of OYA.

III. POLICY

OYA is committed to staff and youth safety, as reflected in OYA's mission and values. Minimizing exposure to communicable and infectious diseases and ectoparasites in the workplace is critical to safety. OYA must ensure staff and youth precautions to lower risk, to exposure, is provided in an equitable manner. OYA's Infection Control Plan outlines OYA's precautions.

The OYA's Infection Control Plan includes –

- This policy (I-C-8.3, Infection Control);
- OYA Policy I-C-8.1(Bloodborne Pathogens);
- OYA's Bloodborne Pathogens Plan (YA 9580); and
- OYA Infection Control Resource Guide.

The [OYA Infection Control Resource Guide](#) provides staff with information on a variety of ectoparasites and infectious diseases. The information includes detection, contagion, risk, prevention, and handling infections in close-custody and congregate care environments.

IV. INFECTION CONTROL COMMITTEE

- A. OYA's Health Services director chairs the agency's Infection Control Committee.
- B. Other members of the committee include the OYA safety manager, OYA's continuity of operations (COOP) coordinator, Facility Services assistant director (or designee), Community Services assistant director (or designee), OYA nurse manager, nursing supervisors, and representatives from collective bargaining units under contract with OYA.
- C. Responsibilities of the Infection Control Committee include infection tracking, review of response to significant or widespread outbreaks, recommendations for improving response effectiveness, annual review and updating of the OYA Infection Control Plan, OYA Agency Pandemic Response Plan, and overall quality improvement of the OYA's Infection Control Program.

V. GENERAL STANDARDS

- A. Universal Precautions, Personal Protective Equipment (PPE), and Hand Washing.
 - 1. Staff will use and apply universal precautions in the workplace at all times.
 - 2. Staff and youth are required to wear latex, vinyl, or nitrile gloves when engaging in cleaning activities, sanitizing surfaces, performing laundry duties, or working in dining rooms, kitchens, and canteens.
 - 3. Disposable gowns or jumpsuits (PPE) must be available in all facilities for use when potentially coming into contact with blood, body fluids or fecal matter.
 - 4. Disposal of potentially contaminated gloves, gowns, jumpsuits, disposable protective sheets, and emesis (vomit) bags will be handled by placing them in a covered hazardous waste container, or placing them in a red biohazard waste bag and tying the bag closed.
 - 5. Hazardous waste must be disposed of per OSHA rules.
 - 6. Staff and youth must wash their hands with soap and water, or instant hand sanitizer if water is not available, after the removal of gloves.

7. As a general practice, staff and youth must routinely wash their hands with soap and warm water throughout the day. Hand washing should last at least 15 seconds, as the sustained friction during hand washing destroys bacteria.
8. In the case of pandemic or disease outbreak, staff must follow guidance issued to OYA by the Oregon Health Authority (OHA). Guidance will include disease specific PPE and processes to curb disease spread.
9. If a pandemic is declared, a disease specific plan must be created ancillary to OYA's Pandemic Plan. OHA's guidance must be incorporated into this ancillary document.

B. Transporting Youth between Facilities or to and from the Community

1. Facility Health services staff must complete OYA form YA 4491 (Health Status/Transfer Sheet) for each youth being transported out of a facility to another facility, or to a community placement.

A transfer or discharge notation must be made in the youth's electronic health record.

2. If the youth has complex or acute medical needs or a communicable disease, facility Health Services staff must make verbal contact with the receiving facility prior to transport.

Health Services staff at the sending facility must ensure that youth with a known contagious illness are on appropriate treatment and will not pose an infectious risk to other youth or staff during the transfer. Verbal contact must be made with Health Services staff at the receiving facility to discuss the status of the youth prior to transport.

3. Transport vehicles must be stocked with PPE. See OYA form YA 8409 (State Vehicle Safety Kit Contents).
4. Appropriate PPE must be worn and used during a pandemic or disease outbreak.
5. Community staff must communicate with facility Health Services staff if they know a youth they are transporting from the community to an OYA facility has an infectious disease.
6. Clothing and personal property of incoming or outgoing youth, or clothing sent in by the youth's family must be sanitized or bagged and tagged, following procedures for limiting the spread of infectious disease as reflected in facility and field procedures.
7. Vehicles used to transport youth must be sanitized between transports.

- a) Vehicle seats made of vinyl or leather, or vehicle vinyl seat coverings must be sanitized using 1 part bleach for every 10 parts water.
- b) Cloth vehicle seats must be covered with disposable plastic-lined sheeting during transports. The sheeting must be discarded after each use. Sheeting is available through the MacLaren Warehouse.

If it appears the cloth vehicle seat has been contaminated, a pump-spray disinfectant may be used to thoroughly soak the contaminated area. The vehicle must not be used for additional transports until the disinfected area is dry.

C. Youth Working in Kitchens, Dining Areas, Canteens, Laundry, Barbering, or Cosmetology Programs

1. Youth must not work in kitchens, dining areas, canteens, laundry areas, barbering or cosmetology programs until they have resided at a facility for a minimum of 30 days.
2. Youth working in kitchens and canteens must possess valid food handler cards.
3. Health Services staff must notify unit management of work or school program restrictions for any youth with known infectious diseases that can be transmitted by casual contact.
4. Youth diagnosed by Health Services staff with an infectious wound that is draining are required to wear a bandage over the wound.
5. Youth diagnosed with infectious hand wounds must not work in the kitchen, dining, laundry, barbering, or cosmetology programs.
6. Appropriate PPE must be worn and used at all times during a pandemic or disease outbreak.

D. Contact Sports

Youth diagnosed with infectious skin conditions are prohibited from participating in contact sports or entering fitness rooms until cleared by Health Services staff.

E. Youth Sharing Combs, Clothes, and Hygiene Items.

1. Youth are prohibited from sharing combs, brushes, personal clothing, hygiene items, makeup products, pillows, blankets, throws, stuffed toys, disposable razors, hats or headgear (such as earphones).

2. Fingernail clippers must be sanitized after each use by soaking the clippers in Barbicide concentrate (1/4oz/32oz water) for a minimum of 10 minutes, and then air drying.
3. Clothing items used for gym activities (e.g., uniforms) must be laundered between each use.
4. The following non-disposable items used in barbering or cosmetology programs by more than one youth must be sanitized between each use by soaking the items in Barbicide concentrate (1/4oz/32oz water) solution for a minimum of 10 minutes, and then air drying:
 - a) Electric razors;
 - b) Hair clippers;
 - c) Fingernail clippers;
 - d) Combs;
 - e) Scissors; and
 - f) Other non-disposable items.
5. Items that cannot be immersed in Barbicide solution must be sprayed or wiped with the solution and air dried.
6. Barbicide concentrate soaking solutions must be discarded once a day and replaced with fresh solution.
7. Clothing that is reissued to other youth must be washed and dried prior to reissuance.
 - a) Shoes may not be reissued. All youth must be issued shoes that have not previously been worn, unless the youth is allowed to wear their shoes brought in from the community.
 - b) Work boots issued at OYA camps may be reissued when a new boot size is unavailable. Reissued boots must be sanitized with an ultraviolet shoe sanitizer prior to reissuance.
8. Hot or cold packs will not be provided to youth to apply to abscesses or boils because draining wounds will contaminate the hot or cold packs. The packs can also explode when heated too long in a microwave oven.

Instead, staff will provide wet warm towels or washcloths to apply to abscesses, boils or other conditions that require moist heat. Towels or washcloths soiled with drainage must be placed in a dissolvable biohazard bag and laundered as soon as possible.

Cold packs can be used for conditions that require cold compresses and must be disinfected after each use.

9. Foot basins may be assigned as needed to individual youth. The basin must be labeled with the youth's name written with a laundry marker. Staff must ensure the youth cleans and sanitizes the basin between each use. When the prescribed treatment is completed, staff must ensure the youth sanitizes the basin under staff supervision. It may then be recycled as any other plastic container.
10. The precautions listed in Section E of this policy will be posted in each OYA facility living unit.

F. Avoiding Contaminated Food and Drink

1. Nutrition Services staff must follow applicable Health Department rules and protocols in handling, preparing, and serving food.
2. Food and drink must not be kept in refrigerators, freezers, shelves, cabinets or on countertops where blood or other potentially infectious materials (OPIM) are present.
3. Staff must wash their hands before and after eating, drinking, applying cosmetics or lip balm, and handling contact lenses in the workplace.

G. Staff Communication Regarding Infectious Disease or Ectoparasites

1. Health Services staff must provide OYA staff that are supervising youth with infectious diseases or ectoparasites the necessary medical information needed to avoid infection, and provide appropriate care.
2. Staff must adhere to OYA policy regarding the disclosure and release of youth case file and medical information.
3. Facility Health Services staff, field supervisors or Central Support managers/supervisors must notify the OYA Health Services director and the appropriate OYA assistant director of any infectious disease outbreak in their workplaces that is highly contagious, of concern, or affects a number of individuals.
4. The OYA Health Services director must communicate with the office or facility unit staff involved in a significant outbreak, quarantine, or medical isolation to advise them of the measures to take to minimize further exposure and to provide information about the infection.
5. During a pandemic, OYA's disease specific pandemic plan must be followed.

H. Cleaning/Sanitation

1. Facilities must ensure that common areas are cleaned daily and sanitized weekly. OYA offices (central/field) must be cleaned on a regular basis.
2. Each facility and office must develop a cleaning schedule to clean and disinfect common area surfaces, including but not limited to kitchens, dining areas, break rooms, restrooms, showers, shared phone handsets, door handles, stair rails, restraints, transport vehicles, and fitness equipment.
3. Cleaning schedule documentation must be reviewed by facility and office (central/field) safety committees quarterly.

I. Medical Isolation and Quarantine due to Communicable Diseases

1. Health Services staff will determine if infected youth require medical isolation by separation on the living unit, or by removal to a medical isolation area or medical isolation room.
2. The OYA Health Services Director must determine if an entire unit or office requires quarantine due to a communicable disease outbreak.
3. Units or offices placed under quarantine must have notices posted on every entry indicating an infectious disease is present, and identifying precautions to be taken and limits on entry.
4. During a pandemic, OYA's disease specific pandemic plan must be followed.

J. Needles and Sharps

1. Immediately after use, contaminated needles and other contaminated sharps must be placed in sharps containers that are puncture-resistant, labeled, color-coded, and leak-proof.
2. Health Services staff in all facilities must follow procedures designed to minimize risk of needle sticks and exposure to other sharps.

K. Public Health Information

Public Health information regarding infectious diseases and ectoparasites in the form of fact sheets, posters, or other educational materials will be posted in facility living units and OYA offices in areas visible to staff and youth.

L. Additional Prevention Safeguards for Staff and Youth

1. OYA will give periodic staff training and information on Infection Control.
2. Staff who work directly with youth, and may be potentially exposed to youth body fluids, may get the Hepatitis B vaccine or ensure they are immune to Hepatitis B.
3. OYA requires Tuberculosis screening for Health Services staff, contractors, and volunteers who work onsite in the clinics and have repetitive exposure to patients in confined spaces.
 - a) Prior to the date of hire or service, the Health Services staff or volunteer must provide recent (within six weeks) proof of a negative tuberculosis screening process for active Tuberculosis. This must be documented in a note from a health care provider.
 - b) If the person had a previously positive Tuberculosis screening, documentation from a health care provider of a normal chest x-ray, post-treatment, must be provided.

If documentation of a normal chest x-ray is not available, documented treatment of latent Tuberculosis, from a health care provider, is required.
 - c) This medical information must be sent directly to Human Resources to be placed in the medical personnel file. Human Resources must notify the hiring manager when the TB screening requirements have been met.
 - d) Prior to the start date of a contracted health care provider, the contract administrator must ensure the contracting company has notified OYA when the contracted health care provider has met the screening requirements listed above.
4. OYA will provide Tuberculosis screenings for all youth upon admission to a close-custody facility. After initial testing, youth who remain in close-custody facilities will not be tested again unless warranted by signs or symptoms.
 - a) A chest x-ray will be obtained for youth with positive PPD skin tests.
 - b) Baseline blood work must be drawn prior to initiating treatment for latent TB, and periodically during treatment to monitor liver function while on required medication.
 - c) Once treatment for latent TB is completed, Health Services staff must complete [OHA form 8155](#) Treatment of Latent Tuberculosis Infection, and fax or mail a copy to the Oregon

Health Authority (address on the form) within two weeks after the treatment is completed.

- d) Treatment for latent TB must be documented in the youth's electronic medical chart.
- 5. The OYA Infection Control Resource Guide contains general information about TB and specific information, including the differences between latent TB infection and active TB disease.
- M. The OYA Infection Control Committee will review and update this policy annually.

VI. LOCAL OPERATING PROTOCOL REQUIRED: YES

Template protocols are available for facility and field office use.

- A. Each OYA facility must have a written local protocol that addresses the following topics in relation to infection control:
 - 1. Universal precautions;
 - 2. Personal protective equipment;
 - 3. Hazardous waste;
 - 4. Potentially contaminated youth personal property;
 - 5. Contaminated laundry;
 - 6. Sanitizing and cleaning schedules;
 - 7. Isolation of infected youth;
 - 8. Quarantine of infected youth;
 - 9. Staff health screen during a pandemic or disease outbreak (when required);
 - 10. Needles and sharps;
 - 11. Posting of public health information; and
 - 12. Human Resources protocol for handling TB screening documents.
- B. Each OYA field office must have a written local protocol that addresses the following topics in relation to infection control:
 - 1. Universal precautions;
 - 2. Personal protective equipment;

3. Hazardous waste;
4. Potentially contaminated youth personal property;
5. Sanitizing and cleaning schedules;
6. Staff health screen during pandemic or disease outbreak (when required);
7. Office closure due to infectious disease; and
8. Posting of public health information.