

## PCA & Homemaker Safety Definitions and Work Practices

### I. **Definitions and Descriptions**

- A. **Contaminated Waste** - objects that are contaminated with any high-risk bodily fluid to be disposed of, such as:
  - 1. liquid or semi-liquid high-risk bodily fluid
  - 2. contaminated items that would release a high-risk bodily fluid
  - 3. items caked with any dried high-risk bodily fluid
- B. **High Risk Bodily Fluids** - body fluids that are known to always contain blood, such as: visible blood (fresh and dried), saliva during hygiene procedures, penile discharges, vaginal secretions, and any other fluid that has visible blood.
- C. **Personal Protective Equipment** – various pieces of equipment that act as a barrier between the employee and any potential high-risk bodily fluid.
- D. **Sharps** – any item that may puncture skin.
- E. **Universal Precautions** – a system whereas bodily fluids are considered infectious whether the status is known or not.

### II. **Work Practices**

- A. **Hand Washing** – a procedure by which the employee cleanses the hands
  - 1. Use soap, water, and single use towels, available at the designated hand washing area.
  - 2. Paper towels to be placed in designated waste receptacle.
  - 3. Use waterless hand cleaner, if needed, on outings.
  - 4. Use hand lotion to prevent drying of the skin.
  - 5. May use a waterless hand cleaner, but must wash after 8-10 applications.

*Application:* To be performed at the start of and end of each work time, when hands come in contact with any high risk bodily fluid, after glove removal, before and after using the restroom, and before and after handling food.
- B. **Personal Protective Equipment** – items used by the employee to act as barriers between them and any potentially high risk bodily fluid.
  - 1. **GLOVES** – vinyl or latex hand coverings that fit without tearing, to be worn only for the task being performed, to be removed promptly after task or if they tear.

*Application:* To be utilized any time the hands might come in contact with any high risk bodily fluid, such as tooth brushing, oral program, bathing, grooming, toileting, diaper changes, lotion application, laundry handling, and garbage handling.

2. FACIAL PROTECTION – a barrier for the face to prevent the splashing and splattering of any high risk bodily fluid, to be cleaned with soap and water and sprayed with anti-viral solution and left to air-dry after each use.

*Application:* To be utilized any time there is splashing as splattering of any high risk bodily fluid such as tooth brushing, oral programs, projectile vomiting, vomit clean-up, blood or large spill of high risk bodily fluid, during feeding if there are large amounts of spitting.

**Note: There will be one face shield in each home for the PCA to use. It is to remain in the home.**

3. FLUID RESISTANT GOWN – a barrier for the body to prevent splashing and splattering of any high risk bodily fluid, such as a shower where the client has a rash or open area, handling of large amounts of vomit, feces, or other high risk bodily fluid or transferring a client who has a large amount of high risk bodily fluid on them that would contact the PCA's body.

**NOTE: THE PCA MAY UTILIZE ANY OF THE PERSONNEL PROTECTIVE EQUIPMENT AT ANY TIME IN ADDITION TO THESE REQUIREMENTS IF SHE/HE HAS NON-INTACT SKIN OR UPON DIRECTION OF THE SUPERVISOR.**

- C. **Cleaning** – procedures by which the employee cleanses the client area and any area that could have been exposed to a high risk bodily fluid during the employee work time.
  1. Anytime anything is soiled, it is to be cleaned/changed.
  2. OSHA requires that disinfecting is to be done EACH TIME there is any contact with any high risk bodily fluid
  3. Procedures for cleaning and use of chemicals are available to all employees.

*Application:* All areas soiled by tasks involving the employee are to be cleaned by the employee, such as the counter tops, floor area where client is doing exercise or play, etc. If the area comes in contact with a high risk bodily fluid, it is to be cleaned with normal cleaning procedures and then sprayed with an anti-viral solution and allowed to air dry (such as the bathtub, laundry basket, waste receptacle, bathroom sink after oral care, etc.).

**D. Environmental Controls** – procedures for handling duties of the work shift that involve exposure to high-risk bodily fluids.

1. Trash/Garbage Handling
  - a. Garbage and wastebaskets used by the employee must have a plastic liner bag.
  - b. Gloves must always be worn when closing the plastic liner bag.
  - c. Baskets must be disinfected each time there is contact with objects possibly containing high-risk bodily fluids and when no liner bag is used.
  - d. All garbage from the designated waste receptacle must be double bagged and sealed by the employee at the end of the work time.
2. Laundry Processing
  - a. collected at the point that it occurs.
  - b. transported in a closed container or bag.
  - c. gloves worn when handling.
  - d. NO special washing procedures.
  - e. if going to a commercial cleaner, it must be in a red colored plastic bag and labeled.
  - f. if not going to be washed right away, it must be sealed in a double bag.
3. Handling of Sharps
  - a. Needles – transported through a State approved plan of licensed handlers or as an individual would in their home setting in an approved sharps container and brought to the pharmacy for disposal.
  - b. Household sharps – (i.e. broken glass) thrown in the garbage in a non-permeable sealed container (i.e. a coffee can or plastic container) with gloved hands and a scooping technique with a dust pan and broom or a grabbing tool such as pliers or tongs.