

Policy & Procedure Manual

PEST CONTROL R-X-7

POLICY

It is the goal of OPTIONS northwest to minimize the spread of infectious disease to people supported, staff and control of health hazards in the work environment.

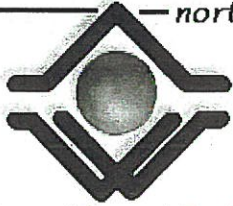
PURPOSE

1. To minimize the spread of infectious diseases.

PROCEDURE:

The following precautions are taken to reduce the likelihood of pest infestations:

1. Incoming supplies are inspected for infestations and disposed of when infestations are discovered.
2. Loose or bulky foods are stored in durable containers with tight fitting lids.
3. Supplies stored on open shelves are 6 inches off the floor.
4. Only sufficient numbers of containers are opened for immediate need.
5. Window screens are maintained.
6. Exterior doors are kept closed when not in actual use.
7. Floors, walls, equipment, shelves and all parts of the kitchen and storage areas are kept clean.
8. Openings or cracks in walls and floors are closed with suitable material.
9. Openings are closed around pipes.
10. Spillage is cleaned when it occurs and cleaning materials disposed of.
11. Decaying vegetables, animal matter and other garbage are frequently cleaned-up and not allowed to accumulate longer than one day.
12. Garbage cans, which are carefully and frequently cleaned, have tight fitting lids.



Personal Support Services

POLICY: R-X-7

DEPARTMENT: Personal Supports and Services

CATEGORY: Infection Prevention and Safe Food Handling

EFFECTIVE DATE: April 2015

SUPERSEDES REVISION DATED: N/A

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13. Any known pest infestation will be reported to the Supervisor/Supervisor-on-call, an incident report will be completed and the infestation will be dealt with promptly as required.

RECOMMENDED BY: Director, Personal Support Services

APPENDICES: 0

OPERATIONAL ACCOUNTABILITY: Administration, Personal Support Services
Administration, Personal Support Services, Human Resources

ORIGINAL POLICY DATE: April 2015

AUTHORIZED BY: Director, Personal Support Services

SIGNATURE:

