

6. Infection Control Policy (Sample)

Policy: **Infection Control**

Policy #:

Approved by:

Effective:

Revised:

PREAMBLE: To ensure all (company name) employees are: 1) aware of, and use routine infection control precautions and; 2) are aware of recommended immunizations for adults that help to prevent the transmission of infections amongst employees.

POLICY:

All staff will adhere to routine infection control precautions and will keep immunization status up to date in accordance with Ministry of Health recommendations and company policies.

SCOPE: all employees of (company name)

PROCEDURE:

Directors/Managers will ensure that appropriate Infection Control Procedures and Policies are reviewed at least annually with staff.

Routine precautions information appropriate to the job position held will be reviewed annually and adhered to by employees. This will include information regarding but not limited to:

- Hand hygiene -Waterless hand wash solutions will be provided where appropriate
- Information about recommended and mandatory (required by company name) immunizations will be provided.
- Sick/illness leave policies and procedures for not coming to work ill and reporting illness to manager

When reviewing these infection control policies with employees consider:

- The individual responsibility of each employee to prevent the spread of infections.
- Following correct reporting procedures
- Including information in employee orientation and annually thereafter through ongoing education opportunities
- Providing Medical first aid training for core group of employees
- Providing First Aid equipment and supplies in strategic places throughout (company name) facilities

Insert Policy Number here

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