
















# Routine Practices Quick Reference

Use with ALL patients, for ALL interactions, and at ALL times  
Helps to prevent the spread of infections




	<p><b>Point of Care Risk Assessment (PCRA)</b> <u><a href="#">Infection Prevention and Control Point of Care Risk Assessment</a></u></p> <ul style="list-style-type: none"> <li>• The PCRA is used before contact with the patient or their environment to assess the risk of spreading infection</li> <li>• Consider possible contact that you will have with the patient and their environment, and the task that you will be completing</li> <li>• Perform hand hygiene and don appropriate Personal Protective Equipment (PPE)</li> <li>• The IPAC PCRA is repeated throughout the patient interaction.</li> </ul>
	<p><b>Hand Hygiene - the single most important step in preventing infections.</b></p> <ul style="list-style-type: none"> <li>• Perform hand hygiene:             <ul style="list-style-type: none"> <li>• Using alcohol-based hand rub (ABHR) is the preferred method</li> <li>• Use plain soap and water if hands are visibly soiled.</li> </ul> </li> <li>• The <u><a href="#">4 Moments For hand hygiene</a></u>:             <ul style="list-style-type: none"> <li>• <b>Before</b> contact with patient or patients' environment</li> <li>• <b>Before</b> clean or aseptic procedures</li> <li>• <b>After</b> exposure or risk of exposure to blood or body fluids</li> <li>• <b>After</b> contact with patient or patient's environment</li> </ul> </li> <li>• Perform hand hygiene before accessing and donning PPE or supplies.</li> <li>• Perform hand hygiene after doffing each piece of PPE, including after removing gloves.</li> <li>• Use only IH approved ABHR, soap, and hand lotion.</li> <li>• Keep fingernails natural, clean, healthy, and short. There are restrictions on nail enhancements and jewelry. Refer to <u><a href="#">IH Hand Hygiene Policy</a></u>.</li> <li>• Educate patients and visitors on how and when to perform hand hygiene.</li> </ul>
	<p><b>Personal Protective Equipment (PPE)</b> Don PPE as required per PCRA or Additional Precautions: <u><a href="#">Contact</a></u>, <u><a href="#">Contact Plus</a></u>, <u><a href="#">Droplet</a></u>, <u><a href="#">Droplet &amp; Contact</a></u>, <u><a href="#">Airborne</a></u>, <u><a href="#">Airborne &amp; Contact</a></u>, and <u><a href="#">Airborne, Droplet &amp; Contact</a></u> Precautions.</p>
	<p><b>Personal Protective Equipment (PPE): Gloves</b></p> <ul style="list-style-type: none"> <li>• Wear non-sterile gloves when:             <ul style="list-style-type: none"> <li>• In contact with blood, body fluids, mucous membranes, or non-intact skin</li> <li>• Handling dirty or potentially contaminated items</li> <li>• Your hands have non-intact skin (open cuts, lesions, or rashes)</li> </ul> </li> <li>• Gloves are NOT a substitute for hand hygiene.</li> <li>• Perform hand hygiene before accessing, donning, and immediately after doffing gloves.</li> <li>• Gloves are single use - dispose of them immediately after use.</li> <li>• Change or remove gloves and perform hand hygiene between care activities for the same patient (i.e., when moving from a contaminated body site to a clean body site).</li> <li>• Refer to <u><a href="#">How to don PPE</a></u> and <u><a href="#">How to doff PPE</a></u></li> </ul>

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	<p><b>Personal Protective Equipment (PPE): Gowns</b></p> <ul style="list-style-type: none"> <li>• Perform hand hygiene before accessing, donning, and immediately after doffing gown.</li> <li>• Tie the gown at the waist and neck.</li> <li>• Do not wear gowns as a housecoat or outside of patient room, unless required for transporting the patient.</li> <li>• Do not re-use gowns.</li> <li>• Refer to <a href="#">How to don PPE</a> and <a href="#">How to doff PPE</a></li> </ul>
	<p><b>Personal Protective Equipment (PPE): Facial (masks and eye) protection</b></p> <ul style="list-style-type: none"> <li>• Wear facial protection to protect your mouth, nose, and eyes during activities likely to cause splashes.</li> <li>• Perform hand hygiene before accessing, donning, and immediately after doffing facial protection.</li> <li>• <a href="#">How to wear a medical mask</a> or <a href="#">How to wear a N95 Respirator</a></li> <li>• <a href="#">Eye and Facial Protection: Selection fit tool (PICNet)</a></li> <li>• Prescription glasses are not sufficient to protect against splashes or droplet sprays.</li> <li>• Clean and disinfect re-useable eye protection after each use.</li> <li>• Refer to <a href="#">How to don PPE</a> and <a href="#">How to doff PPE</a></li> </ul>
	<p><b>Respiratory Hygiene (Etiquette)</b></p> <ul style="list-style-type: none"> <li>• Cover your nose and mouth with a tissue when coughing or sneezing and clean your hands. <a href="#">Cover Your Cough</a> poster.</li> <li>• Use the tissue only once then dispose of it immediately and perform hand hygiene.</li> <li>• If tissues are not readily available, cough or sneeze into your upper arm or elbow and perform hand hygiene.</li> </ul>
	<p><b>Handling Patient Care Items and Equipment</b></p> <ul style="list-style-type: none"> <li>• Discard single use items immediately after use.</li> <li>• Discard items labeled single patient use after patient is discharged or transferred.</li> <li>• <a href="#">Clean and disinfect reusable equipment</a> after use, when visibly soiled and when removed from patient's room (to be stored or used on another patient)</li> <li>• Bring minimal supplies into patient rooms, tub rooms, and treatment rooms.</li> <li>• Do not share personal items (i.e., soaps, lotions, razors) between patients.</li> <li>• Use gloves when handling soiled items, equipment, and linen (appropriate PPE may also include a gown).</li> <li>• Clean and disinfect shared tubs and showers immediately after use as per <a href="#">Shared Bathing Facilities Cleaning and Disinfecting</a>.</li> <li>• Meal trays, dishes, and beverage containers do not require special handling or glove use.</li> </ul>

	<h2>Patient Ambulation Outside Room, Bed Space, or Transport</h2> <p>Remember <b>The 5 C's</b>:</p> <ol style="list-style-type: none"> <li><b>C</b>ommunicate: notify receiving department if patient is on Additional Precautions.</li> <li><b>C</b>o-operative: is the patient able to follow instructions?</li> <li><b>C</b>lean hands: assist patient if required to clean their hands.</li> <li><b>C</b>lean clothes/clean sheet: patient to wear clean gown or clothes and cover with a clean sheet.</li> <li><b>C</b>ontain/Cover:             <ul style="list-style-type: none"> <li>Cover wounds with clean dressings.</li> <li>Contain urine, feces and other body fluids.</li> <li>Cover cough: offer medical mask if tolerated and provide respiratory etiquette education.</li> </ul> </li> </ol> <p>If patient is on Airborne Precautions or is unable to wear a medical mask, consult IPAC.</p> <h3>Transport Staff</h3> <ul style="list-style-type: none"> <li>Assess the risk of spreading infection (<a href="#">PCRA</a>)</li> <li>Don PPE if necessary to handle the patient during transport and at the transport destination.</li> </ul>
	<h2>Patient Hygiene</h2> <p>Provide daily access and or assistance with:</p> <ul style="list-style-type: none"> <li>Clean gown/clothes (additionally when soiled)</li> <li>Clean linens and supplies</li> <li>Oral care (twice daily)</li> <li>Bathing (including use of cleaning wipes and/or bath basin)</li> </ul>
	<h2>Family and Visitors</h2> <p>Encourage and educate family members and visitors to:</p> <ul style="list-style-type: none"> <li>Perform hand hygiene.</li> <li>Practice respiratory hygiene (etiquette) while visiting.</li> <li>Reschedule visits when feeling unwell.</li> <li>Follow posted Additional Precautions signage and don PPE if required.</li> </ul> <p><a href="#">Help us stop the spread of infections</a> and <a href="#">Protect Yourself and Others</a></p>
	<h2>Environmental Cleaning and Disinfecting</h2> <ul style="list-style-type: none"> <li>Assign cleaning and disinfecting of patient care areas, non-patient care areas (staff room, nursing station), and equipment on a regular schedule to responsible staff</li> <li>Use IH approved cleaning and disinfection products and procedures.</li> </ul>
	<h2>Soiled Linen Handling</h2> <ul style="list-style-type: none"> <li>Handle all linen from patient environment as contaminated and apply <a href="#">Routine Practices</a> and <a href="#">Point of Care Risk Assessment(PCRA)</a> to determine appropriate PPE</li> <li>Hold soiled linen away from clothing, gently fold or roll-up, and place directly in linen bag. Do not shake or agitate to avoid contamination of the air and environment.</li> <li>Do not overfill bags. Double bag only if leaking.</li> <li>Remove objects and visible soil (i.e., feces) and dispose of in the appropriate place (see <a href="#">waste management guidelines</a>) before placing in linen bag.</li> <li>Soiled linen hampers and carts used to collect bags should be cleaned and disinfected regularly. Do not place items like food trays or supplies on top of soiled linen hampers.</li> <li>Always perform hand hygiene after handling used laundry.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Launder unused linens after patient discharge.</li> <li>• For guidance on hazardous drug considerations, please see <a href="#">Hazardous Drug Exposure Control Program</a></li> </ul>
	<p><b>Waste and Sharps Handling</b></p> <ul style="list-style-type: none"> <li>• Wear gloves when removing and transporting waste, followed by hand hygiene after disposal.</li> <li>• Hold waste away from body to avoid contaminating self and clothing</li> <li>•</li> <li>• Dispose of sharps immediately after use in puncture-proof, biohazard container (fill only to 2/3 full).</li> <li>• Follow <a href="#">Waste Management</a> Resource.</li> </ul>
	<p><b>Patient Placement and Accommodation</b></p> <p>Follow IPAC cohorting document: <a href="#">Recommendations for cohorting patients</a></p> <ul style="list-style-type: none"> <li>• When there are multiple patients in one room :             <ul style="list-style-type: none"> <li>• Change PPE (if worn) between each patient interaction-treat each patient space as a single room and perform hand hygiene.</li> <li>• Separate patient beds by a minimum of 2 metres whenever possible.</li> </ul> </li> </ul>
	<p><b>Aseptic Technique</b></p> <ul style="list-style-type: none"> <li>• Follow aseptic procedures for aseptically performed care (i.e., medication administration, IV insertion, wound care). Refer to <a href="#">Clinical Skills- Elsevier</a></li> <li>• Bring minimal supplies into patient rooms.</li> <li>• Complete certification of competency before performing procedures that require certification (i.e., Peripherally Inserted Central Catheter (PICC)).</li> <li>• Consult program educators or the appropriate clinical leaders (i.e., clinical nurse educator, clinical resource nurse, clinical nurse leader) for assistance with specific aseptic procedures or related skills prior to performing care.</li> </ul>

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