

**INFECTION CONTROL PROGRAM ADDENDUM
INFECTIOUS DISEASE PANDEMIC****IC.2a
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To provide guidance on protecting patients/clients and staff during an outbreak of an infectious disease.

POLICY

- I. The Agency will stay abreast of current information and practice guidelines provided by local, state, and federal agencies related to any infectious outbreak, pandemic, or epidemic.
- II. The Agency will identify patients/clients and staff with signs and symptoms of the infection as well as those considered at risk for the infection.
- III. The Agency will provide appropriate education to patients/clients and their families or caregivers on infection control procedures to avoid infection and/or prevent the spread of infection.
- IV. The Agency will provide appropriate education to their staff on disease specific infection control measures, including hand hygiene, appropriate use of personal protective equipment (PPE), standard precautions, and transmission-based precautions to prevent spread of the infection.
- V. The Agency's leadership will assess the Agency's ability to provide care and services to an influx of patients/clients, including staff availability and flexibility, availability of supplemental staff, availability and sources for additional supplies and equipment.
- VI. The Agency will implement the Emergency Preparedness Plan when indicated.

PROCEDURE

- I. The Administrator or their designee will obtain updated information daily from appropriate and reliable local, state, and federal resources.
 - A. The information should include what is known about the transmission, prevalence and incidence, risk factors, and signs and symptoms of the disease, as well as infection control measures, and guidance on treatment and management of the disease.

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- B. These sources may include, but not be limited to the Centers for Disease Control, Federal and State Health and Human Services, Health Departments, the Centers for Medicare and Medicaid Services, and state and local emergency management agencies.
- II. The Clinical Manager/Supervising Nurse will ensure all patients/clients and staff are screened for risk factors as well as signs and symptoms of the disease as defined by the most recent data available, and will update triage scores if indicated.
- III. The Clinical Manager/Supervising Nurse will ensure staff provide appropriate and accurate educational material to patients/clients with information on the disease, transmission, precautions and measures to prevent the spread of the disease.
- IV. The Clinical Manager/Supervising Nurse will ensure the staff are provided education and training on the current information available about the infection, infection control measures indicated.
 - A. Education may include but not be limited to:
 - 1. Risk factors
 - 2. Signs and symptoms
 - 3. Transmission
 - 4. Review of standard precautions
 - 5. Review of transmission-based precautions
 - 6. Use of appropriate PPE
 - 7. Treatments available
 - 8. Reporting requirements
 - 9. Other information as indicated by the specific infectious agent
- V. The Clinical Manager/Supervising Nurse or their designee will assess the Agency's staffing and the ability to care for an influx of infected patients/clients, including ensuring all staff contact information is up to date. Staffing plans may include, but not be limited to:
 - A. Flexible staffing and scheduling patterns to maximize use of current staff,

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- B. Sources for additional staff if needed, including clinical management personnel, backup staffing personnel from other agencies or staffing agencies
 - C. Delegation to unlicensed assistive personnel within the scope of delegation allowed by state practice acts and as appropriate for the care being provided.
 - D. Training family members and caregivers to provide care when and if it may be appropriate
- VI. The Clinical Manager/Supervising Nurse or their designee will identify supplies and equipment needed to provide care safely to an influx of infected patients and will identify and contact suppliers to ensure needed supplies and equipment are on hand and available.
- VII. The Agency Administrator will implement the Emergency Preparedness Plan when it is indicated.