



Section: SWMBH Administration	Policy Name: Infection Control	Policy Number: 01.09
Owner: Chief Administrative Officer	Reviewed By: Anne Wickham	Total Pages: 3
Required By: <input type="checkbox"/> BBA <input type="checkbox"/> MDHHS <input type="checkbox"/> NCQA <input type="checkbox"/> Other (please specify): _____	Final Approval By: <i>Anne Wickham</i> Anne Wickham (Jun 11, 2020 11:04 EDT)	Date Approved: Jun 11, 2020
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Policy: Southwest Michigan Behavioral Health (SWMBH) will have guidelines, processes and procedures in place to mitigate the spread of infectious disease.

Purpose: The purpose of this policy is to minimize, to the extent possible, risks to SWMBH staff, board members, consumers, volunteers, and visitors which may arise due to infectious disease.

Scope: This is an internal policy intended for SWMBH staff and visitors to SWMBH offices.

Responsibilities: All Senior Leaders are responsible for monitoring adherence to this policy and reporting violations of such to the Human Resources Department.

Definitions:

- A. **Infection control**-steps to prevent the transmission of infectious organisms and managing infections if they occur.
- B. **CDC** – Centers for Disease Control
- C. **OSHA** – Occupational Safety and Health Administration

Standards and Guidelines:

- A. Infection Control within the SWMBH offices will meet best practice criteria as defined by the CDC, OSHA and Kalamazoo County Health Department guidelines.
- B. A risk assessment of SMWBH offices as it relates to infection control will be conducted semi-annually at a minimum by the Chief Administrative Officer or designee and procedures and protocols revised or updated as necessary.



- C. All staff will be trained on Infection Control Policy and Procedures at onboarding and annually thereafter.
- D. SWMBH will develop and implement procedures to assist in the mitigation of spread of infections to include:
 - 1. Health Screening
 - 2. Environmental Safety
 - 3. Use of Personal Protective Equipment
 - 4. Hand Hygiene

Procedures: Infection Control Procedure COVID-19 P20.xxA
Infection Control Precaution Plan for Community Visits P20.xxB

References: CDC Interim Guidance for Businesses Coronavirus Disease 2019
OSHA Guidance on Preparing Workplaces for COVID-19
SWMBH Return to Work Plan

Attachments:
1.09A Infection Precaution Plan for Community Visits






01.09 Infection Control

Final Audit Report

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SWMBH 1.09A

Section: SWMBH Administration	Attachment Name: Infection Precaution Plan for Community Visits	Procedure #: 1.09A
Overarching Policy: P01.09.01 Infection Control Procedure		
Owner: Integrated Healthcare Manager	Reviewed By: Sarah Green	Total Pages: 3
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Policy: Southwest Michigan Behavioral Health (SWMBH) will have guidelines, processes and procedures in place to mitigate the spread of infectious disease.

Purpose: Present proper protocols for safe in-person interactions between staff and members.

Scope: Staff who have in-person contact with members.

Responsibilities: All staff

Definitions:

- A. **Facemask** – PPE and are often referred to as surgical masks or procedure masks. Use facemasks according to product labeling and local, state, and federal requirements. FDA-cleared surgical masks are designed to protect against splashes and sprays and are prioritized for use when such exposures are anticipated, including surgical procedures. Facemasks that are not regulated by FDA, such as some procedure masks, which are typically used for isolation purposes, may not provide protection against splashes and sprays. (CDC)
- B. **Fully Vaccinated** – 2 weeks post vaccination of either 2nd dose of a 2-dose regimen or 2 weeks post vaccination of a 1 dose regimen of COVID19 vaccine.
- C. **Bodily Fluids** – are liquids within the human body such as blood, mucous or sputum.

Procedure:

In-person contact between SWMBH staff and members will exist as needed to meet member’s needs and goals.

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A. SWMBH staff will:

1. Complete the ADP health screening according to SWMBH policy P01.09.01 and provide the result to the staff's Senior Leader or designee prior to a community visit.
 2. Utilize appropriate cleaning supplies on all equipment prior to and following each visit.
 3. Practice hand hygiene which includes utilizing hand sanitizer upon initiation and departure from a community visit.
 4. Wear face masks during community visits, regardless of vaccination status. The members and others in the home must wear a mask when they are in the same room and/or within 6 feet of the staff member. SWMBH may provide a disposable medical mask to anyone in the home who needs one during the visit. The staff will dispose of masks properly.
 5. Utilize disposable gloves when touching member's bodily fluids or as needed throughout a community visit. The staff will dispose of gloves properly and use hand sanitizer or wash hands with soap and water after removing gloves.
 6. Perform the following screening:
 - a. Have you been vaccinated for COVID-19? (If the response is "Yes", continue to 1.a, if the response is "No", continue to question 2.)
 - i. Did you receive a single dose vaccination or a two-dose series?
 - ii. If a two-dose series, did you receive both shots? (If no, the person is not considered fully vaccinated)
 - iii. What was the date of your last shot? (If the date was more than two weeks ago, the individual is considered to be complete for receiving the COVID-19 vaccine if they had the single dose vaccine or if they had both doses in the two-dose series vaccine.)
 - b. In the past 24 hours, have you experienced?
 - i. Fever or chills
 - ii. Cough (new onset)
 - iii. Shortness of breath or difficulty breathing (new onset)
 - iv. Fatigue of unknown onset or that is persistent and unusual
 - v. Muscle or body aches of unknown onset or that is persistent and unusual
 - vi. Headache that is persistent or unusual
 - vii. New loss of taste or smell
 - viii. Sore throat
 - ix. Congestion or runny nose of unknown onset (not allergies)
 - x. Nausea or vomiting
 - xi. Diarrhea
 - c. Have you traveled by plane internationally in the past 14 days?
 - d. In the past 14 days, have you:
 - i. Had close contact with an individual diagnosed with COVID-19?
 - ii. Had contact with any Persons Under Investigation (PUIs) for COVID-19?
- If the screening is to be conducted upon arrival at the in-person visit, maintain a 6-foot physical distance when screening.
- If member answers *yes* to any of the screening questions, numbers 2-4, SWMBH staff should not continue the visit. Reschedule for another date when the screen can be passed and/or 72 hours after the member is symptom free without medications. Refer the member to primary care provider if needed.



SWMBH 1.09A

7. Obtain member's temperature at the start of the community visit. If the member's temperature is above 100 degrees, the SWMBH staff should not continue the visit. Reschedule for another date when the screen can be passed and/or 72 hours after the member is symptom free without medications. Refer the member to primary care provider if needed.
8. Any member who "passes" the screening and is not feverish should receive an in-person visit as planned. Each department will have a tracking sheet for tracking member's who received an in-person visit. This will be maintained according to department protocols for contact tracing purposes.
9. If the member refuses the screening or temperature check, the visit should not be completed in person.

B. Community Visits in an office or congregate setting

1. The staff member will provide ADP screening result to Senior Leader or designee prior to the visit.
2. The staff member will follow office or congregate setting Covid 19 protocols.
3. Document the member's visit on the departmental in-person tracking sheet for contact tracing purposes.

C. Equipment

1. SWMBH will provide:
 - a. Disinfecting and/or technology disinfecting wipes
 - b. Hand sanitizer
 - c. Masks
 - d. Thermometer
2. Staff should take only items into the community space that are required (such as laptop, cleaning supplies, etc.). Other equipment or belongings that are not needed should not be taken to the visit.

Effectiveness Criteria: None

References:

- A. Resuming Standard Operations for Case Management and Home and Community Based Services - [MDHHS - MI Health Link \(michigan.gov\)](https://www.michigan.gov/mdhhs)
- B. MIOSHA Emergency Rules for Coronavirus Disease 2019

Attachments:

- A. In-Person Visit Member Tracking – Sample






01.09A Infection Precaution Plan for Community Visits v2 Aug 2021

Final Audit Report

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