



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 (May 31, 2022 11:15 EDT)	Date Approved: May 31, 2022
Application: <input checked="" type="checkbox"/> SWMBH Staff/Ops <input type="checkbox"/> Participant CMHSPs <input type="checkbox"/> SUD Providers <input type="checkbox"/> MH/IDD Providers <input type="checkbox"/> Other (please specify): _____	Line of Business: <input type="checkbox"/> Medicaid <input type="checkbox"/> Other (please specify): <input type="checkbox"/> Healthy Michigan _____ <input type="checkbox"/> SUD Block Grant <input type="checkbox"/> SUD Medicaid <input type="checkbox"/> MI Health Link	Effective Date: 6/1/2020

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: P01.09.01 Infection Control

References: OSHA Guidance for Workplaces
SWMBH COVID19 Response Plan

Attachments:

- A. 1.09A Infection Precautions for Provider & Member Interactions in the Community






01.09 Infection Control

Final Audit Report

2022-05-31

Created:	2022-05-31
By:	Jody Vanden Hoek (jody.vandendoek@swmbh.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAd2R8qddlxqmXncWdcfjJQZdwSgZ6xml

"01.09 Infection Control" History

-  Document created by Jody Vanden Hoek (jody.vandendoek@swmbh.org)
2022-05-31 - 2:29:12 PM GMT
-  Document emailed to Anne Wickham (anne.wickham@swmbh.org) for signature
2022-05-31 - 2:29:46 PM GMT
-  Email viewed by Anne Wickham (anne.wickham@swmbh.org)
2022-05-31 - 3:15:09 PM GMT
-  Document e-signed by Anne Wickham (anne.wickham@swmbh.org)
Signature Date: 2022-05-31 - 3:15:28 PM GMT - Time Source: server
-  Agreement completed.
2022-05-31 - 3:15:28 PM GMT



Section: General Management	Attachment Name: Infection Precautions for Provider & Member Interactions in the Community	Attachment #: 01.09A
Overarching Policy: 01.09 Infection Control		
Owner: Chief Administrative Officer	Reviewed By: Anne Wickham	Total Pages: 4
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 27, 2022 15:27 EDT)	Date Approved: Jun 27, 2022
Application: <input checked="" type="checkbox"/> SWMBH Staff/Ops <input type="checkbox"/> Participant CMHSPs <input type="checkbox"/> SUD Providers <input type="checkbox"/> MH/IDD Providers <input type="checkbox"/> Other (please specify): _____	Line of Business: <input type="checkbox"/> Medicaid <input type="checkbox"/> Other (please specify): <input type="checkbox"/> Healthy Michigan _____ Grants _____ <input type="checkbox"/> SUD Block Grant <input type="checkbox"/> SUD Medicaid <input type="checkbox"/> MI Health Link	Effective Date: 6/1/2020

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, members, providers and community stakeholders.

Scope: All staff

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.



Procedure:

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

A. SWMBH staff will:

- I. Assess their own physical wellness each day before work to ensure they are symptom free of Covid 19 or any illness before any in-person contact whether in the SWMBH office or in the community with members.
- II. At the member's request hold assessments, contacts, visits with any member via approved telehealth technologies.
- III. Utilize appropriate cleaning supplies on all equipment prior to and following each visit.
- IV. Practice hand hygiene which includes utilizing hand sanitizer upon initiation and departure from a community visit.
- V. Wear medical grade face masks when meeting with members in the community based upon current CDC guidance, current SWMBH requirements, upon request of the member, or staff preference.
- VI. Utilize disposable gloves when touching member's bodily fluids or as needed throughout a community visit if necessary. The staff will dispose of gloves properly and use hand sanitizer or wash hands with soap and water after removing gloves.

B. Community Visits in a provider office, member home or member congregate setting

- I. The staff member will follow office or congregate setting Covid 19 protocols as required by the venue.
- II. No staff should attend a community visit or meeting if they are feeling ill or exhibiting any symptoms of Covid-19.
- III. If possible, staff should contact the member 24 hours in advance of the visit to confirm that the member or anyone in their household is not currently COVID19 positive. In the event someone is positive the visit should be rescheduled, or the member offered a virtual contact in lieu of face to face at the member's preference.
- IV. The staff member will document all in-person visits with members for contract tracing purposes in the event it should be necessary.
- V. Provider or stakeholder visits should be tracked within the staff Outlook calendar for contract tracing purposes in the event it should be necessary.

C. Equipment

- I. SWMBH will provide to any staff who requests:
 1. Disinfecting and/or technology disinfecting wipes
 2. Hand sanitizer
 3. Masks
 4. Thermometer (dependent upon position)
- II. 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,



Effectiveness Criteria: None

References:

- A. OSHA Covid-19 Resources
- B. SWMBH Covid 19 Response Plan






01.09A Infection Precautions for Provider & Member Interactions in the Community

Final Audit Report

2022-06-27

Created:	2022-06-27
By:	Jody Vanden Hoek (jody.vandenhoeck@swmbh.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAYIF9DPbhN96G8UsBxbJTvuzOlpay93Qv

"01.09A Infection Precautions for Provider & Member Interactions in the Community" History

-  Document created by Jody Vanden Hoek (jody.vandenhoeck@swmbh.org)
2022-06-27 - 2:59:02 PM GMT
-  Document emailed to anne.wickham@swmbh.org for signature
2022-06-27 - 2:59:33 PM GMT
-  Email viewed by anne.wickham@swmbh.org
2022-06-27 - 7:27:12 PM GMT
-  Document e-signed by Anne Wickham (anne.wickham@swmbh.org)
Signature Date: 2022-06-27 - 7:27:26 PM GMT - Time Source: server
-  Agreement completed.
2022-06-27 - 7:27:26 PM GMT