

Standard Operating Procedure (SOP): Infection Control and Decontamination Processes

This SOP defines **infection control and decontamination processes** to prevent the spread of infectious agents within healthcare and laboratory settings. It includes protocols for proper hand hygiene, use of personal protective equipment (PPE), cleaning and disinfecting surfaces and instruments, waste management, and isolation procedures. The goal is to protect patients, staff, and the environment by maintaining a sterile and safe environment through consistent and effective infection prevention practices.

1. Purpose

To establish standardized methods for infection prevention and decontamination within healthcare and laboratory facilities, minimizing exposure to infectious agents for all individuals and the surrounding environment.

2. Scope

This procedure applies to all staff, patients, and visitors in all areas where infection control and decontamination are required.

3. Responsibilities

- **All Staff:** Adhere to infection control and decontamination procedures.
- **Supervisors/Managers:** Ensure staff training, monitoring, and compliance.
- **Infection Control Team:** Oversee implementation and review of procedures.

4. Procedure

1. Hand Hygiene

- Wash hands thoroughly with soap and water for at least 20 seconds, or use alcohol-based hand sanitizer.
- Perform before and after patient contact, after removing gloves/PPE, and after contact with contaminated surfaces or materials.

2. Use of Personal Protective Equipment (PPE)

- Wear appropriate PPE including gloves, masks, gowns, and eye protection as required by task and risk assessment.
- Don PPE before entering contaminated areas; doff and dispose correctly after use.

3. Cleaning and Disinfection of Surfaces and Instruments

- Clean visibly soiled surfaces with detergent and water prior to disinfection.
- Use approved disinfectants according to manufacturer's instructions.
- Ensure high-touch surfaces and shared instruments are disinfected regularly and between uses.

4. Waste Management

- Segregate waste (general, infectious, sharps) per facility guidelines.
- Use color-coded bins and ensure prompt removal by designated personnel.

5. Isolation Procedures

- Identify and isolate patients with known or suspected infections per protocol.
- Limit personnel interaction and follow strict PPE and disinfection processes when entering/exiting isolation areas.

5. Documentation

- Maintain records of cleaning schedules, PPE inventory, training, and incident reports.
- Report breaches or incidents to the Infection Control Team promptly.

6. Training

All relevant personnel must receive initial and periodic training on infection control and decontamination procedures.

7. References

- Facility Infection Control Manual
- CDC and WHO Infection Control Guidelines
- PPE manufacturer instructions

8. Review & Revision

This SOP will be reviewed annually and revised as necessary to incorporate changes in guidelines or practices.

Version	Date	Approved by	Remarks
1.0	2024-06-01	Infection Control Lead	Initial draft