

Standard Operating Procedure (SOP): Infection Control and Sanitation Protocols

This SOP details **infection control and sanitation protocols**, covering the proper procedures for cleaning and disinfecting surfaces, hand hygiene practices, use of personal protective equipment (PPE), waste disposal methods, and guidelines for managing infectious materials. The aim is to minimize the risk of infection transmission in healthcare and related environments, ensuring a safe and hygienic setting for patients, staff, and visitors through strict adherence to standardized sanitation measures.

1. Purpose

To establish standardized procedures for infection control and sanitation to prevent the spread of infectious agents.

2. Scope

This SOP applies to all staff, contractors, and visitors in the facility, including clinical and non-clinical areas.

3. Responsibilities

- All personnel must adhere to infection control protocols.
- Supervisors oversee implementation and compliance.
- Cleaning staff are responsible for performing sanitation procedures as specified.

4. Procedure

4.1 Hand Hygiene

- Wash hands with soap and water for at least 20 seconds before and after patient contact, after removing gloves, and after contact with potentially contaminated surfaces.
- Use alcohol-based hand sanitizer (minimum 60% alcohol) if soap and water are unavailable.
- Avoid touching face, especially mouth, nose, and eyes.

4.2 Use of Personal Protective Equipment (PPE)

- Wear appropriate PPE (gloves, masks, gowns, eye protection) as indicated by the risk of exposure.
- Dispose of single-use PPE appropriately after use.
- Re-usable PPE must be decontaminated according to manufacturer's instructions.

4.3 Cleaning and Disinfecting Surfaces

- Use EPA-approved disinfectants for cleaning high-touch surfaces (doorknobs, light switches, bed rails) at least daily.
- Follow manufacturer's instructions for dilution, application, and contact time.
- Use disposable cleaning cloths or launder reusable items after each use.

4.4 Waste Disposal

- Place infectious and medical waste in approved, labeled containers (biohazard bags, sharps bins).
- Do not overfill waste containers. Seal and remove when 2/3 full.
- Dispose of waste according to local and federal regulations.

4.5 Management of Infectious Materials

- Minimize handling of infectious materials. Use containers with lids for transport.
- Clean and disinfect areas where infectious materials are handled immediately after use.
- Report any spill or exposure incident to the supervisor and follow incident response protocols.

5. Training

- All staff must complete infection control and sanitation training annually.

- Training records must be maintained.

6. Documentation

- Maintain logs of cleaning schedules, waste disposal, and PPE inventory.
- Record any incidents of exposure or non-compliance.

7. Review and Revision

- This SOP is to be reviewed annually or as needed based on changes in regulations or facility protocols.
- Revisions must be documented and communicated to all staff.

8. References

- CDC Guidelines for Environmental Infection Control
- OSHA Standards for Bloodborne Pathogens
- Local and national health authority regulations