

# SOP Template: Procedures for Handling Wounds and Covering Cuts

This SOP details the **procedures for handling wounds and covering cuts**, focusing on proper wound cleaning, disinfecting techniques, selection and application of appropriate dressings, infection prevention methods, and guidelines for monitoring healing progress. It aims to promote effective wound care, minimize risks of infection, and ensure safe and hygienic treatment in various settings.

## 1. Purpose

To establish a standardized procedure for cleaning, disinfecting, dressing, and monitoring wounds and cuts to prevent complications and promote healing.

## 2. Scope

This procedure applies to all personnel responsible for first aid and healthcare in the organization, including staff, students, and visitors as needed.

## 3. Responsibilities

- **First Aid Responders:** Ensure immediate and correct application of this SOP.
- **Supervisors:** Monitor compliance and provide supplies and training.
- **All Personnel:** Report wounds and seek care as necessary.

## 4. Required Supplies

Item	Purpose
Disposable gloves	Prevent contamination and infection
Sterile saline or clean water	Wound cleaning
Antiseptic solution (e.g. iodine, chlorhexidine)	Disinfect the wound
Sterile gauze pads	Dry and cover the wound
Adhesive bandages or wound dressings	Secure coverage
Medical tape	Secure dressings if needed
Waste disposal bags	Dispose of contaminated materials safely

## 5. Procedure

1. **Preparation**
  - Wash hands thoroughly.
  - Wear disposable gloves before touching the wound.
2. **Cleaning the Wound**
  - Rinse the wound with sterile saline or clean water to remove debris.
  - If necessary, gently remove foreign material with sterile tweezers.
3. **Disinfecting the Wound**
  - Apply an appropriate antiseptic solution using sterile gauze.
  - Allow the area to air dry for a few seconds.
4. **Applying Dressings**
  - Cover the wound with a sterile gauze pad or suitable dressing.
  - Secure dressing with adhesive bandage or medical tape, ensuring it is firm but not tight.
5. **Post-Procedure Care**
  - Dispose of used materials in appropriate waste disposal bags.
  - Remove gloves and wash hands thoroughly.

## 6. Infection Prevention

- Never touch an open wound with bare hands.
- Change dressings daily or if wet/dirty.
- Do not re-use dressings or applicators.

## 7. Monitoring and Follow-up

- Check the wound regularly for signs of infection (redness, swelling, pus, increased pain).
- Refer to a healthcare professional if infection or delayed healing is suspected.
- Document wound status and any treatment given.

## 8. Precautions

- **Seek immediate medical attention for severe bleeding, deep wounds, embedded objects, or animal/human bites.**
- **Do not attempt to treat wounds beyond training or authorization.**

## 9. References

- World Health Organization (WHO) "Wound and Skin Care Guidelines"
- First Aid Handbook, Local Health Department Resources