

# SOP: Infection Prevention and Control Guidelines

This SOP provides comprehensive **infection prevention and control guidelines** designed to minimize the risk of infection transmission in healthcare and community settings. It includes procedures for hand hygiene, use of personal protective equipment (PPE), environmental cleaning and disinfection, respiratory hygiene, safe injection practices, waste management, and the isolation of infectious patients. The guidelines emphasize adherence to standard precautions and are essential for protecting patients, healthcare workers, and the public from infectious diseases.

## 1. Purpose

To establish standardized procedures that reduce the risk of infection transmission among patients, healthcare workers, and the community.

## 2. Scope

Applicable to all staff, patients, and visitors within healthcare and community care settings.

## 3. Responsibilities

- All staff must follow these guidelines at all times.
- Supervisors ensure staff compliance and adequate training.
- IPC (Infection Prevention and Control) team audits and updates practices as needed.

## 4. Procedures

Procedure	Description
Hand Hygiene	<ul style="list-style-type: none"><li>• Wash hands with soap and water or use an alcohol-based hand rub before and after patient contact, after contact with bodily fluids, and after removing gloves.</li><li>• Ensure hand hygiene stations are accessible.</li></ul>
Personal Protective Equipment (PPE)	<ul style="list-style-type: none"><li>• Wear gloves, masks, gowns, and eye protection as appropriate for the level of exposure risk.</li><li>• Don and doff PPE properly to prevent self-contamination.</li></ul>
Environmental Cleaning & Disinfection	<ul style="list-style-type: none"><li>• Clean and disinfect high-touch surfaces regularly with approved agents.</li><li>• Follow scheduled cleaning protocols and document activities.</li></ul>
Respiratory Hygiene	<ul style="list-style-type: none"><li>• Cover mouth and nose with a tissue or elbow when coughing or sneezing.</li><li>• Dispose of tissues in covered, designated bins.</li></ul>
Safe Injection Practices	<ul style="list-style-type: none"><li>• Use aseptic technique for all injections.</li><li>• Do not reuse needles or syringes; dispose of sharps immediately in puncture-proof containers.</li></ul>
Waste Management	<ul style="list-style-type: none"><li>• Segregate waste according to facility policies.</li><li>• Use proper containers for infectious and non-infectious waste.</li></ul>
Isolation of Infectious Patients	<ul style="list-style-type: none"><li>• Isolate patients with known or suspected infectious diseases according to guidelines.</li><li>• Use signage and restrict unnecessary access to isolation areas.</li></ul>

## 5. Standard Precautions

- Always consider blood, bodily fluids, secretions, excretions (except sweat), broken skin, and mucous membranes as potentially infectious.
- Apply standard precautions for all patients, regardless of diagnosis.

## 6. Training and Compliance

- All staff must receive regular training on updated IPC protocols.
- Non-compliance may lead to disciplinary actions and retraining.

## 7. Review and Audit

- Periodic review of procedures (at least annually) by the IPC team.
- Document and address identified deficiencies.

## 8. References

- WHO Guidelines on Infection Prevention and Control
- Local Ministry of Health IPC Policies