

SYMBIOSIS CENTRE OF HEALTH CARE

STANDARD OPERATING PROCEDURES FOR PREVENTION OF INFECTION



HYGIENE OF SURROUNDINGS



1. Maintain personal hygiene i.e. Hair, skin, teeth, hands, nails, feet, including menstrual hygiene.
2. Caps, masks, gloves to be used by office attendants while engaged in cleaning activities.
3. School & College authorities should always uphold a high standard of cleanliness in their school & College buildings. School & College should continue to clean frequently touched surfaces, such as desks, doorknobs, or pencil sharpeners.
4. School and College can use standard products according to directions on the product label. It is not necessary to do extensive cleaning of surfaces where it is not likely that students have touched, such as walls or the insides of lockers, since it is not likely that students will spread germs from these surfaces.
5. Ensure drainage system is working efficiently to prevent stagnation of water in premises
6. Use disinfectant (phenyl) for cleaning of working & living area.

SWIMMING POOL RELATED HYGIENE

1. All our swimming pools are managed professionally with specific instructions for pool hygiene & cleanliness.
2. Please follow the do's and don'ts regarding usage, displayed at all our swimming pools.



CLEANLINESS OF WASH ROOMS & TOILETS

1. Use suitable disinfectants solutions e.g. phenyl, dettol etc. for toilets/bathroom.
2. Ensure daily replacement of towels, tissues, hand washes etc.
3. Dustbins to be washed and dried every day, wrapped dustbins to be used.
4. Proper & safe disposal of soiled items e.g.: tissues, napkins etc on a daily basis.
5. A dry bathroom is a clean bathroom.

WHAT CANTEEN/MESS /CAFETERIA CAN DO

Observe the following:

- General Cleanliness of surroundings
- Any stagnant water collection: Avoid
- Disposal system for waste: In different bins
- Insect proofing
- State of floors, walls, ceilings.
- ? Problem of rodents.
- Adequate lighting, ventilation
- Fire security.

Food handlers:

All food handlers are examined & certified periodically by SCHC for their personal hygiene. Ensure that each food handler has a currently valid certification status.



Check water supply for:

Adequacy & purity

Source

Quantity

Hygienic storage, any contamination, (cover / periodic cleaning.)

aqua guards, (cleaning / maintenance)

Chlorination. Sump & tanks

Bacteriological tests

Disposal of waste:

Dry garbage, lids for dust bins, and frequency of clearance, check for fly breeding, cockroaches.

What You Can Do to Stay Healthy

The following everyday actions you can take to stay healthy:

- ❖ Cover your nose and mouth with a tissue when you cough or sneeze to avoid contaminating commonly touched surfaces. Throw the tissue in the trash after you use it.
- ❖ Usage of handkerchief, masks, tissues while sneezing coughing.
- ❖ Wash your hands often with soap and water, especially after you cough or sneeze. Alcohol-based hand cleaners are also effective.
- ❖ Avoid touching your eyes, nose or mouth. Germs spread that way.
- ❖ Try to avoid close contact with sick people.
- ❖ Influenza is thought to spread mainly from person-to-person through coughing or sneezing of infected people.
- ❖ If you get sick, SCHC recommends that you stay home, away from work, college or school and limit contact with others to prevent infecting them.
- ❖ Inform health authority at SCHC in case if symptoms appear like flu.
- ❖ Avoid crowded areas and maintain good ventilation. Stay at least six feet away from individuals.
- ❖ Clean and disinfect surface areas around you both at work and home frequently.
- ❖ Use disinfectants or sanitizers properly to kill germs on commonly touched surfaces such as telephones and keyboards, and doorknobs and countertops.
- ❖ Usage of masks & Limit close contact with others who have a cold or the flu.
- ❖ Avoid contact with others when you have a cold or the flu.

