



Cleaning and Disinfecting Body Fluid Spill Example Procedure

PURPOSE:

This standard operating procedure (SOP) should be implemented to safely and properly respond to all incidents requiring cleaning and disinfecting of body fluid spills. Body fluids-including vomit, diarrhea and blood-are considered potentially infectious. Employees should always wear personal protective equipment when cleaning and disinfecting body fluid spills.

PROCEDURES:

1. Contain the affected area

- Discontinue foodservice operations if spill occurred in food preparation or service areas.
- Block off the area of the spill from staff until cleanup and disinfection are completed. For incidents involving vomit, contain all areas within 25 feet of the spill.
- Send home food employees with symptoms of vomiting or diarrhea.
- Allow only food employees and/or staff designated to clean and disinfect body fluid spills in the affected area. If the spill is in non-food area, custodial staff should handle the cleanup.

2. Retrieve the Body Fluid Cleanup Kit.

- Refer to the Assembling a Body Fluid Cleanup Kit Document (attached).

3. Put on personal protective equipment (PPE), including:

- Disposable, non-latex gloves. Gloves should be vinyl or nitrile (rubber), and non-powdered.
 - Consider double gloving (wearing two gloves on each hand). Replace gloves if they tear or become visibly soiled. Keep hands away from face while wearing gloves.
- A disposable apron and disposable shoe covers.
- A face mask with eye protection or goggles.

4. Remove visible body fluid

- Pour sand, or liquid spill absorbent material, on body fluid spill.
- Use a disposable scoop, or equivalent, and disposable paper towels to remove the sand and body fluid from the affected surfaces.
- Dispose of the sand, body fluid, disposable scoop, and paper towels in a plastic garbage bag.
- Remove gloves. Dispose of gloves in a plastic bag.
- Wash hands.

5. Clean the affected area

- Put on new disposable gloves. Consider double gloving.
- Clean the affected area with soap and water, and paper towels and/or a disposable mop head.

This includes surfaces that came into direct contact with body fluids and surfaces that *may* have been contaminated with body fluids.

- Dispose of the paper towels and/or disposable mop head in a plastic garbage bag.
- Remove gloves. Dispose of gloves in a plastic garbage bag.
- Wash hands.

6. Disinfect the affected area

- Put on new disposable gloves. Consider double gloving.
- Wear all PPE, including the face mask with eye protection, or goggles. Ensure that area is well ventilated

Non-absorbent Surfaces (i.e., tile, stainless steel)

- Prepare a chlorine bleach disinfecting solution.*
- Prepare solution immediately before applying it to surfaces using unscented, household bleach (5.2% concentration) and water.
- Mix 1.5 cups of bleach with 1 gallon of water (solution of concentration of 1000-5000 parts per million (ppm) in a bucket designed for chemical use.
- Transfer solution to a spray bottle.
- Using the spray bottle, generously apply the disinfecting solution to affected surfaces, including all surfaces that *may* have been contaminated with body fluids.
- For incidents involving vomit, disinfect all areas and surfaces within 25 feet of the spill.
- Use in a well-ventilated area.
- Disinfect high touch areas (e.g., door handles, toilets, dispensers, carts, sink faucets, telephones, etc.) throughout the foodservice area, cafeteria dining areas, break room, and restrooms using disinfecting solution and paper towels.
- Leave the disinfecting solutions on affected surfaces for a minimum of 5 minutes. If another EPA-approved disinfectant is used, follow the manufacturer's instructions.
- Rinse surfaces with clean water, and paper towels and/or disposable mop head.
- Allow surfaces to air dry.
- Dispose of the paper towels and/or disposable mop head in a plastic bag.
- Remove gloves. Dispose of gloves in a plastic garbage bag.
- Wash hands.
- Put on new disposable gloves. Consider double gloving.
- Dispose of paper towels in a plastic garbage bag.
- Remove gloves. Dispose of gloves in a plastic garbage bag.
- Wash hands.

*EPA- approved disinfectants may be used instead of chlorine bleach solutions. EPA-approved disinfectants appropriate for vomit and diarrhea may be found at www.epa.gov. CDC guidelines on norovirus outbreak management and disease prevention recommend using chlorine bleach solutions on hard surfaces when possible.

Absorbant Surfaces (i.e. carpet, upholstery, cloth)

- Disinfect with a chemical disinfectant when possible.
- Steam clean for a minimum of 5 minutes at 170°F.
- Launder in a mechanical washing machine on the hottest water setting, and dry in a mechanical dryer on high heat setting.
- Dispose of disinfecting materials in a plastic garbage bag, as appropriate.
- Remove gloves. Dispose of gloves in a plastic garbage bag.
- Wash hands.

7. Discard potentially contaminated food

- Put on new disposable gloves. Consider double gloving.
- Dispose of exposed food and food in containers that may have been contaminated by body fluid in a garbage bag.
 - For incidents involving vomit, discard all food within 25 feet of the spill. Food intact, sealed containers (i.e., cans) may be salvaged if adequately cleaned and disinfected.
 - Have a second employee, one who is not directly contacting potentially contaminated food, inventory the discarded food in a Damaged or Discarded Product Log.
- Remove gloves. Dispose of gloves in a plastic garbage bag.
- Wash hands.

8. Dispose of PPE, and cleaning and disinfecting materials

- Put on new disposable gloves, consider double gloving.
- Securely tie garbage bags containing all materials disposed of in steps 4-7 of this SOP.
- Place garbage bags in a second garbage bag (double bag).
- Clean all non-disposable items (bucket, mop handle, etc.) with soap and water; then disinfect. Allow these items to air dry.
- Remove PPE, including disposable gloves, and place in second garbage bag.
- Securely tie the second garbage bag.
- Discard the bag(s) in the disposal area identified.
- Remove soiled clothes, if necessary, and place clothes in a separate garbage bag. Securely tie the garbage bag. Keep clothes in the tied garbage bag until they can be adequately laundered.

9. Wash hands, arms, and face with soap and water in a restroom sink or hand sink. Put on clean clothing, if necessary. Apply ethanol based hand sanitizer to hands.

10. Wash, rinse, and sanitize potentially contaminated food contact surfaces. Include food contact surfaces that were disinfected in step 6 of the SOP, and food contact surfaces that contained food discarded in step 7 of this SOP.

11. Restock the contents of the Body Fluid Cleanup Kit

12. Complete an incident report.

MONITORING:

The foodservice manager will:

1. Ensure that the Body Fluid Cleanup Kit is properly assembled at all times.
2. Ensure that at least one food employee per shift is:
 - Designated and trained to implement this SOP, and trained in the use of the Body Fluid Cleanup Kit.
3. Ensure that food employees are:
 - Educated on illnesses and symptoms that must be reported to managers.
 - Monitored for signs and symptoms of illness.

CORRECTIVE ACTION:

The foodservice manager will:

1. Restock the Body Fluid Cleanup Kit immediately. Replace expired/out-of-date supplies.
2. Designate food employees in the use of the Body Fluid Cleanup Kit.
3. Educate food employees in *exclusions and restrictions for ill food employees*.

VERIFICATION AND RECORD KEEPING:

The foodservice manager will:

1. Verify that an incident report completed. Keep incident reports on file for a minimum of one year.
2. Verify that Damaged or Discarded Product Log was completed. Keep log on file for a minimum of one year.
3. Document training sessions for foodservice employees on applicable SOPs .

REFERENCES:

1. Public Health Service, Food and Drug Administration. Supplement to the 2009 FDA Food Code. Annex 3; Chapter 2-501.11: Pages 53- 56.
2. Centers for Disease Control and Prevention. Updated Norovirus Outbreak Management and Disease Prevention Guidelines. MMWR 2011; 60(No. 3): Pages 1-16.
3. Occupational Safety and Health Administration. (2008). OSHA Fact Sheet: Noroviruses.
4. Conference for Food Protection. (2008) Emergency Action Plan for Retail Food Establishments.
5. National Food Service Management Institute and United State Department of Agriculture: (2013) Cleaning and Disinfecting Body Fluid Spills –Food Safety Sample SOP.

Assemble a Body Fluid Cleanup Kit

Treat all body fluids as potentially harmful

**Keep employees safe:
Include personal
protective equipment**



Assemble cleaning supplies:

- ▶ Bucket & spray bottle
- ▶ Paper towels
- ▶ Designated mop head(s)
- ▶ Plastic garbage bag & twist-ties

Optional:

- ▶ Disposable scoop, small shovel, or dustpan
- ▶ Disposable mop head(s)
- ▶ Sand, cat litter, or absorbent powder

Use special disinfectants*

Find EPA-registered disinfectants at:

www.epa.gov/oppad001/list_g_norovirus.pdf

OR use

Chlorine bleach (5.25% concentration) at 5000 parts per million by mixing 1 2/3 cups bleach in 1 gallon of water



*** Do not use standard foodservice sanitizers**



This project has been funded in whole or in part with Federal funds from the U.S. Department of Agriculture, Food and Nutrition Service, through an agreement with the National Food Service Management Institute at The University of Mississippi. The contents of this publication do not necessarily reflect the views or policies of the U.S. Department of Agriculture, and its dissemination is not guaranteed by the U.S. Government.

The University of Mississippi is an EEO/AAE/ADA/Title IX/Section 504/ADA/USDA Employee.

In compliance with Federal law and U.S. Department of Agriculture policy, this information is available to persons with disabilities. For more information, contact USDA, Director, Office of Civil Rights, Room 315-W, Wehman Building, 1400 Independence Avenue, SW, Washington, DC 20250-4472 or call (202) 295-3044. Voice and TDD: 800.245.6842. USDA is an equal opportunity provider and employer.

© 2011, National Food Service Management Institute, The University of Mississippi.

Graphic provided by the author and information developed in this document for your profits or additional responsibility by the following client and product: suggested Reference: National Food Service Management Institute, 12011, University Road, Oxford, MS 38874. The photographs and images in this document may be owned by third parties and used by the University of Mississippi under a license agreement. The University cannot, therefore, grant permission to use these images. For more information, please contact the appropriate party.

