

## Policy and Procedure Template: Cleaning and Disinfecting of a Biological Spill

[Name of clinic, address, logo]

Date of Creation/Last revision:

**Instructions for template use:** This template is an example of a policy and procedure that can be adapted for use in a clinical office setting. You are responsible for ensuring that the information is up to date. Fill in any blanks provided with details specific to your clinic. Please review and delete items that are not relevant to your setting, and add items as needed. For more information about IPAC policies and procedures, refer to the resources below or visit the IPAC Information for Healthcare Professionals page on [halton.ca](http://halton.ca).

**Purpose:** When environmental surfaces are contaminated with blood or body fluids, there is an increased risk of transmission of pathogenic microorganisms. **All** blood and body fluids are considered potentially infectious, regardless of the source. For this reason, routine practices must be followed at **all** times when handling blood and body fluids. Spills of blood and other body substances, such as urine, faeces and emesis, must be contained, and the area cleaned and disinfected immediately using routine infection prevention and control precautions.

The following actions are necessary when handling blood and body fluids:

- a. It shall be assumed that each patient can potentially carry blood borne pathogens and the same level of precautions shall be exercised with all blood and body fluids.
- b. Before beginning the clean-up procedure, restrict public and staff access to the affected area and do not leave the contaminated area unattended. A hazard remains until the entire contaminated area has been cleaned and disinfected and the soiled cleaning equipment have been disposed of safely.
- c. All personnel handling biological material must be provided with personal protective equipment (PPE) which must be worn at all times when dealing with a biological spill.
- d. Employees responsible for cleaning biological spills shall wear gloves and other PPE as appropriate and operationally identified during the risk assessments.
- e. The area containing the biological spill must be cleaned of organic matter for the disinfection to be effective. A two-step process of removing visible soil followed by disinfection of the spill area shall be followed.
- f. The entire spill area should be disinfected with a hospital grade disinfectant. The contact time required and the mixing instructions for cleaning blood and body fluids issued by the manufacturer must be followed.
- g. Only trained staff should perform the clean-up procedure.
- h. NOTE: Carpeting must not be used in areas where spills of blood or other body substances may be anticipated (e.g., procedure rooms, specimen collection area).

## **PROCEDURE**

### **Supplies:**

- Disposable paper towels or absorbent material designed for this purpose
- Waste container (garbage bag or plastic-lined receptacle)
- Forceps or tongs and sharps container (if sharps or glass are part of the spill)
- Disinfectant product with a Drug Identification Number (DIN) on label
- PPE
- Wet vac with HEPA filter (for spills on carpet or upholstery)

### **Procedure for Cleaning and Disinfecting a Biological Spill**

1. Assemble materials required for dealing with the spill prior to putting on PPE.
2. Inspect the area around the spill thoroughly for splatters or splashes.
3. Restrict the activity around the spill until the area has been cleaned and disinfected, and the area is completely dry.
4. Put on gloves; if there is a possibility of splashing, wear a gown and facial protection (mask and eye protection or face shield).
5. Confine and contain the spill; remove all blood or body fluid from the area before applying disinfectant. Wipe up spilled material using either disposable paper towels or an absorbent product designed for this purpose.
6. Dispose of materials by placing them into a regular plastic-lined waste receptacle, unless the soiled materials are so wet that blood can be squeezed out of them, in which case they must be segregated into the biomedical waste container (i.e., yellow bag).
7. If the spill involves sharps or broken glass, use tongs or forceps to handle sharp material and dispose in a sharps container.
8. The entire spill area should be disinfected with a hospital grade disinfectant. Always follow the manufacturer instructions when mixing disinfectants.
9. Follow contact time as per the manufacturer instructions.
10. Ensure area is completely dry.
11. Care must be taken to avoid splashing or generating aerosols during the cleanup.
12. Remove PPE and perform hand hygiene.

### **Procedure for Cleaning a Biological Spill on Carpet**

1. Assemble materials required for dealing with the spill prior to putting on PPE.
2. Restrict any activity around the spill until the area has been cleaned and disinfected, and the area is completely dry.
3. Put on gloves; if there is a possibility of splashing, wear a gown and facial protection (mask and eye protection or face shield).
4. Absorb as much of the spill as possible using disposable towels.
5. Wipe the area with paper towels or disposable absorbent material and dispose into waste container. Safely dispose of the cleanup materials and gloves by placing them in the waste receptacle, unless the soiled materials are so wet that blood can be squeezed out of them, in which case they must be segregated into the biomedical waste container (i.e., yellow bag).
6. The entire spill area should be disinfected with a hospital grade disinfectant. Always follow the manufacturer instructions when mixing disinfectants.

7. Follow contact time as per the manufacturer instructions.
8. Dispose of any remaining waste prior to removing PPE.
9. Remove PPE and perform hand hygiene.
10. Carpeting should be removed and discarded. Since carpet is not preferred where spills of blood or other body substances may be anticipated, consider replacing carpet with a non-porous material. If unable to discard the carpet, it must be cleaned with an industrial carpet cleaner as soon as possible.

#### References:

- Ontario Agency for Health Protection and Promotion (Public Health Ontario), Provincial Infectious Diseases Advisory Committee. Infection Prevention and Control for Clinical Office Practice. 1st Revision. Toronto, ON: Queen's Printer for Ontario; April 2015.  
<https://www.publichealthontario.ca/-/media/documents/B/2013/bp-clinical-office-practice.pdf>
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[https://www.publichealthontario.ca/-/media/Documents/C/2018/checklist-clinical-office-core.pdf?sc\\_lang=en](https://www.publichealthontario.ca/-/media/Documents/C/2018/checklist-clinical-office-core.pdf?sc_lang=en)
- 2. Ontario Agency for Health Protection and Promotion (Public Health Ontario), Provincial Infectious Diseases Advisory Committee. Best Practices for Environmental Cleaning for Prevention and Control of Infections in All Health Care Settings. 3rd ed. Toronto, ON: Queen's Printer for Ontario; 2018. <https://www.publichealthontario.ca/-/media/documents/B/2018/bp-environmental-cleaning.pdf>  
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- 3. Ontario Agency for Health Protection and Promotion (Public Health Ontario), 2013. Routine practices and additional precautions for preventing the transmission of infection in healthcare settings.  
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