**Mandatory Infection Control Measures**

 To maintain proper infection control, we must enforce the following regulations:

1. **Masks**- Everyone encountering patients must wear protective masks. The masks must be properly fitted and cover both mouth and nose.
2. **Hand Hygiene**- Proper hand hygiene is critical.
* Our scores, from peer observations, are not 100%. We are required to pump in/out with every patient space or room.
* Staff should never be seen with gloves on in the hallways.
* Within the lab, because we work with COVID and other infectious samples, we must assume all areas and samples in the work area are contaminated. Remove gloves and wash hands before leaving the laboratory.
1. **Nails-** Nails must be clean and neatly trimmed. Long fingernails (longer than 1/8 in) and artificial fingernails or extenders are not permitted for staff with direct patient contact (phlebotomists).Long nails, artificial nails, nail appliqués and chipped nail polish harbor bacteria. You cannot maintain proper hand hygiene with long unnatural nails (SOP AHC.L18, section 5E). Articles and studies can be provided if you would like to read up on the dangers of artificial nails to patients and to yourself.
2. **Phones -** Policies are clear regarding phone use in the hospitals and

the lab (SOP AHC.L52 Section 5.2)  Any staff member on their cell phone taking personal calls or messages will receive one verbal reminder, then we will enforce corrective action.  Talking on your phone while handling patient samples is considered a patient safety violation and it will be handled accordingly.

1. **Food & Drink –** Food and drink in the lab is prohibited (SOP AHC.SA931 Section 5.B.c)  Plenty of warnings have been given and everyone knows the policy.  Moving forward food and drink in the laboratory testing areas will result in corrective action.

Please consider this important reminder of the rules that will be enforced to protect our patients, you, your families, and your coworkers.