

Hand Washing Policy

HS12

Date Written	
Author(s)	
Version	
Date Signed Off	
Reviewed by	

Date: []

Review Data

Initial Production

Name	Role/Department	RACI	Date

R = Responsible for writing the policy; **A** = Accountable; **C** = Consulted; **I** = Informed

Change History

Version	Date	Details of Change	Author

Emergency Contact Details

Name	Email	Mobile

CQC Fundamental Standards

Regulation Number	Regulation Details
Regulation 12: Safe care and treatment	Care and treatment must be provided in a safe way for service users including assessing the risk of, and preventing, detecting and controlling the spread of, infections.

Key Lines of Enquiry

KLOE	How this applies to Hand Washing
Safe	Ensuring that the risk of contamination is minimised promotes the overall safety of the service.

Related Documents

This policy should be read in conjunction with our:

- HS01 - Health and Safety Policy
- CM24 - Infection Control Policy
- HS07 - Personal Protective Equipment Policy

Guidelines

1. Nails must be short and clean and free of nail varnish and false nails.
2. Posters depicting appropriate handwashing techniques are displayed in the office. An example is attached to this policy.
3. Dry hands carefully, using the disposable towels provided, to avoid damaging the skin. Dispose of towels in the foot-operated or sensor-operated waste bin, if possible.
4. At the end of a session, use hand cream, if possible, to counteract dryness. Hand cream should not be used under gloves as it encourages the growth of micro-organisms.
5. Alcohol-based skin-disinfectant hand-rubs/gels can be used on visibly clean hands in conjunction with a good hand-rub technique. A poster depicting an appropriate hand rub technique is displayed in the office.
6. Follow the manufacturer's instructions for the maximum number of applications for hand rubs/gels before hand washing is required. Repeated applications lead to a build up of the product on the hands; if hands become sticky, wash as normal using a proper hand hygiene technique.
7. Alcohol-impregnated wipes used for cleaning surfaces should not be used in place of hand rubs/gels; they are not effective in hand decontamination.

HAND CLEANING TECHNIQUES

How to handrub?



Apply a small amount (about 3ml) of the product in a cupped hand, covering all surfaces

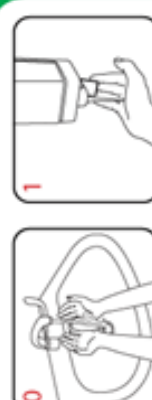


9

Once dry, your hands are safe

20-30 sec

How to handwash? WITH SOAP AND WATER



Wet hands with water
Apply enough soap to cover all hand surfaces



Rinse hands with water



Use elbow to turn off tap



Dry thoroughly with a single-use towel



Your hands are now safe

40-60 sec

Authorisation and Signature

This Policy is the authorised version agreed by the Directors of Careville Ltd. All employees are expected to follow this policy and failure to do so could result in disciplinary action.

Director's Signature

Director