



# STANDARD OPERATING PROCEDURE

## Cleaning and Disinfecting after Incidents Involving Body Fluids

**Policy:** 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. Norovirus is easily spread through projectile vomiting and because a low infectious dose is needed. Cleaning and disinfecting procedures should ensure this virus is killed.

### Procedure:

**In the event of an incident involving body fluids, the following steps should be taken:**

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 and students until cleanup and disinfection are complete.
  - For incidents involving vomit, contain all areas within 25 feet of the spill.
2. Sick staff and/or students (customers) should be excluded from the lunch line. Ill students should be sent to the school clinic/nurse for assistance.
3. Contact workplace administrators (i.e in school settings, this would be building principal and district superintendent; in restaurants this would be manager or owner).
4. Foodservice employees with symptoms of vomiting or diarrhea must be excluded from the foodservice operation or sent home. See Employee Health and Hygiene SOP.
5. Affected area should be cleaned by **designated foodservice employees** and/or custodial staff with training in how to clean and disinfect body fluid spills.
6. Cleaning Process
  - Retrieve the Body Fluid Cleanup Kit. Refer to the Food Safety Sample SOP Assembling a Body Fluid Cleanup Kit, [www.nfsmi.org/documentlibraryfiles/PDF/20111012102252.pdf](http://www.nfsmi.org/documentlibraryfiles/PDF/20111012102252.pdf)
  - Put on personal protective equipment (PPE), including:
    - o 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.
    - o Disposable gown or apron and disposable shoe covers.
    - o Face mask with eye protection, or goggles.
  - Remove visible body fluid
    - o 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.
- 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.
  - Work from clean to dirty surfaces
    - Always begin cleaning in the least dirty areas and clean toward the known, dirtier areas.
    - If you are cleaning up any bodily fluids (such as vomit), you should clean from the edges of the spill toward the center.
    - Bathrooms should be cleaned last.
  - Clean from top to bottom
    - Carpets and floors should be cleaned last.
    - Carpets should be cleaned with a chemical disinfectant that is effective against Norovirus (see attached list) and then **steam cleaned at 158°F for 5 minutes or 212°F for 1 minute** for complete inactivation.
    - Separate clean linens from dirty or soiled linens.

## 7. Disinfecting Process.

- Disinfect the cleaned, affected area:
  - a) Wash hands. See Handwashing SOP.
  - b) Put on new disposable gloves. Consider double gloving.
  - c) Non-absorbent Surfaces (i.e., tile, stainless steel)
- Prepare a chlorine bleach disinfecting solution.\*
- Wear all PPE, including the face mask with eye protection, or goggles. Ensure that area is well ventilated (mix solution outdoors if necessary).
- Prepare solution immediately before applying it to surfaces using unscented, household bleach (5.25% concentration hypochlorite) or concentrated bleach (8 % concentration of hypochlorite) with water.
- Mix about 1/3 cup household bleach or 1 2/3 Tablespoon concentrated bleach with 1 gallon of water at temperature of about 75 ° F to achieve a solution concentration of 1000 parts per million (ppm) for use on non-porous hard surfaces such as countertops and utensils. Mix in a bucket designated for chemical use.
- For porous surfaces such as natural stone or unsealed concrete, a solution with 5000 parts per million (ppm) is needed. Mix 1 and 2/3 cups household bleach or about 1 cup concentrated bleach with a gallon of water. Note that once opened, household bleaches lose their effectiveness after 30 days. Use a new, unopened bottle of bleach every 30 days for preparing solutions.
- Transfer solution to a spray bottle. Spray disinfecting solution on affected surfaces, including surfaces that came into direct contact with body fluids, and surfaces that may have been contaminated with body fluids.
- For incidents involving vomit, disinfect all areas and surfaces within 25 feet of the spill.
- Allow at least 5 minutes contact time.
- Rinse disinfected surfaces with potable water.
- Allow surfaces to air dry.

- Keep area well-ventilated.
8. Post-disinfection cleaning and sanitizing affected food contact surfaces
    - Food contact surfaces in infected area should be treated as soiled surfaces.
    - Clean and sanitize following regular mechanical or manual procedures (See SOP Cleaning and Sanitizing).
  9. 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 in 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 and record.
    - Remove gloves. Dispose of gloves in a plastic garbage bag.
    - Wash hands.
  10. Handling clean-up materials
    - Laundering of dirty linens/clothing
      - o Items containing bodily fluids (such as vomit) that need to be laundered should be double-bagged.
      - o Handle laundry carefully and avoid shaking it as this can spread the virus.
      - o Launder with hot water in a laundry detergent solution effective against Norovirus (see attached list) for the longest available cycle length. Laundry should then be machine dried.
    - Disposal of PPE and cleaning and disinfecting materials.
      - o Put on new disposable gloves. Consider double gloving.
      - o Securely tie garbage bags containing all materials disposed of
      - o Place garbage bags in a second garbage bag
      - o Discard the bag(s) in disposal area identified by administration.
    - Clean all non-disposable items (bucket, mop handle, etc) with soap and water; then disinfect. Allow these items to air dry. Ensure water, soap, and mop head are changed after cleaning body fluids.
    - 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.
    - Remove gloves. Dispose of gloves in a plastic garbage bag.
    - Wash hands. See Handwashing SOP.

NOTES: A disinfectant registered as effective against Norovirus by the Environmental Protection Agency (EPA) may be used IF approved for use in food facilities. Any product that will be used to sanitize food contact surfaces must be approved by FDA under 21CFR178.1010. Check with your local health inspector or see the following link for a list of approved chemicals:

[www.accessdata.fda.gov/scripts/cdrh/cfdocs/cfcfr/CFRSearch.cfm?fr=178.1010](http://www.accessdata.fda.gov/scripts/cdrh/cfdocs/cfcfr/CFRSearch.cfm?fr=178.1010)

If you have questions, consult the manufacturer for more information on the approval for use of their product on food contact surfaces and/or in foodservice facilities.

***The work place manager will:***

1. Review practices with all employees as part of new employee orientation.
2. Complete an incident report.

3. Review inventory list of damaged or discarded food.
4. Ensure that the Body Fluid Cleanup Kit is properly assembled at all times and restock after incidents as needed.
5. Ensure that at least one foodservice employee per shift is:
  - Designated and trained to implement this SOP, and
  - Trained in the use of the Body Fluid Cleanup Kit.
6. Establish protocols to contain affected area and communicate these with other stakeholders.
7. Ensure that foodservice employees are:
  - Educated on illnesses and symptoms that must be reported to managers.
  - Retrain/educate foodservice employees in Exclusions and Restrictions for Ill or Infected Food Service Employees.
  - Restrict or exclude ill foodservice employees in accordance with SOPs.

Modified from NFSM and USDA Sample SOP Cleaning and Disinfecting Body Fluid Spills

Additional Training Resources available at:

[www.nfsmi.org/documentlibraryfiles/PDF/20111012101726.pdf](http://www.nfsmi.org/documentlibraryfiles/PDF/20111012101726.pdf)