

CATERING TEAM

Procedure for the Outbreak of Infection

Head of Housekeeping, Dining Services Coordinator and Deputy Manager to oversee that this happens



Bistro

Remove all juice stations & straws

Remove all wrapped and uncovered food & dispose

Return all cutlery, crockery and glasses to kitchen for washing and storage

Clean all surfaces with TecCare Control spray & blue disposable roll

Kitchen

No entry to kitchen apart from Dining and kitchen team!

Clean all surfaces in kitchen using D10 spray & blue disposable

Care Managers to retrieve room orders and give to dining assistants

Dining assistants to hand over meal to Care Managers on table in dining room

Dining Room

Remove all items from tables. Remove all table cloths including private dining and send to laundry for washing. **See Aid 3 page 102**

Clean all items from tables with TecCare Control & blue disposable roll and store

Clean tables, chairs & surfaces with TecCare Control spray & disposable blue roll

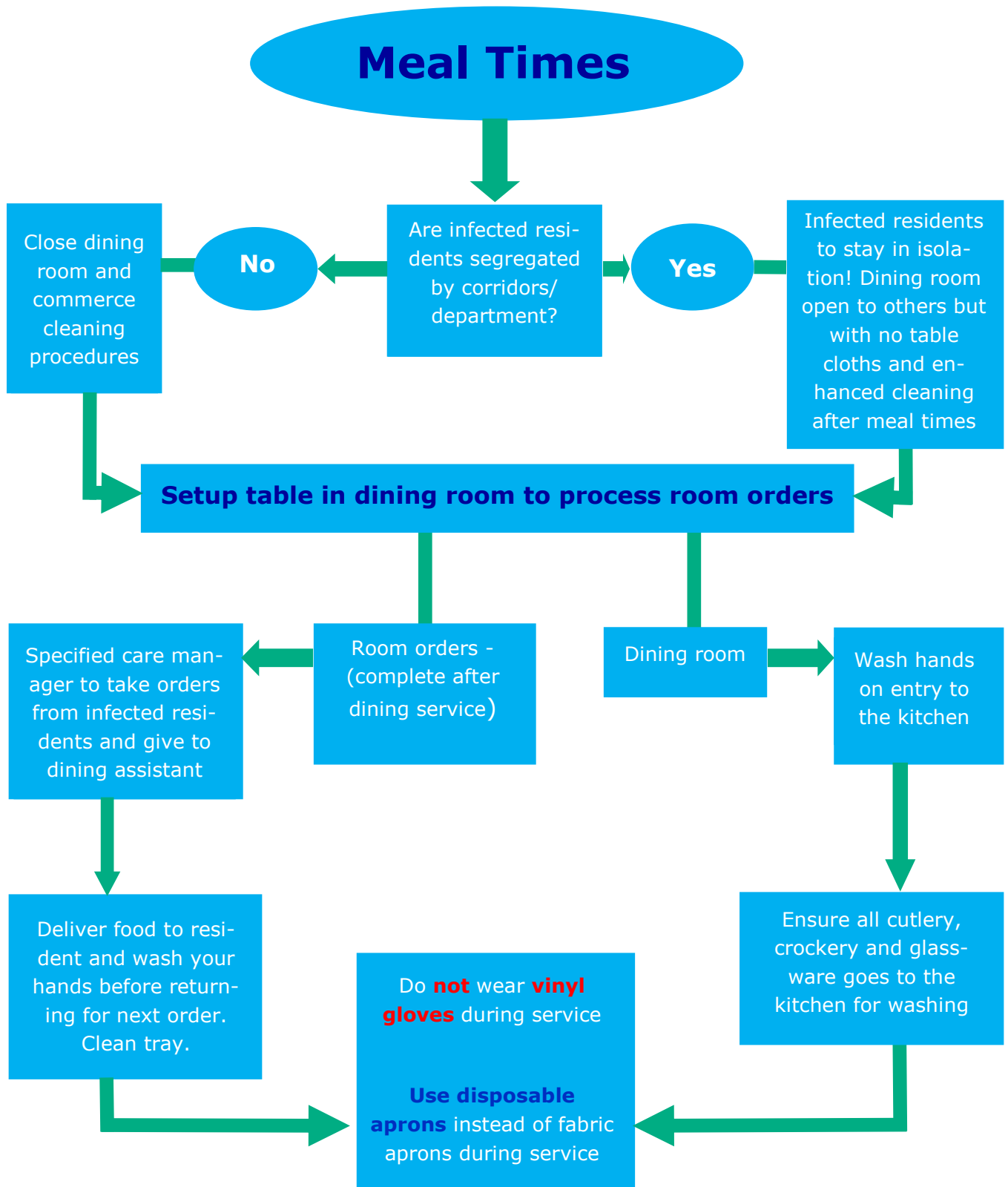
Set up large table outside kitchen in dining room to transfer items from kitchen to the Care Team. **See Aid 2 page 101**

Use disposable aprons not fabric aprons

Catering Team guidelines during outbreak

Waitress/Waiter

Aid 4

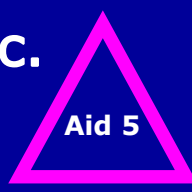


Refer to Enhanced Cleaning Process Bistro and Dining (General Practices pg. 71-74)

Other staff

Agency, maintenance, activities etc.

If in doubt check it out!



Who?	Action
<p>Maintenance</p> <p>Responsible for supporting the infrastructure of the building services. Therefore they should review the areas that they are responsible for in terms of cleanliness and potential hazards where cross contamination could happen to them.</p>	<ul style="list-style-type: none"> • Liaise with outbreak management team and agree a course of action to clean and decontaminate communal transport. • Ensure enhanced hand hygiene practice. • Where communal deep clean and decontamination is necessary consider cleanliness of the venting sys-
<p>Activities Coordinator</p> <p>Many internal activities involve residents coming into contact with items that are shared. It is important to consider the high touch items and whether they can be decontaminated or disposed of.</p>	<ul style="list-style-type: none"> • Liaise with outbreak management team and agree a course of action to clean and decontaminate sensory items i.e. dolls, skittles, scrabble boards etc., and store away until the outbreak is over. • Ensure enhanced hand hygiene practice.
<p>Concierge/Reception</p> <p>You are the 'face' to the public and play an important role in helping visitors and residents to keep safe. You need to raise the awareness of enhanced hand hygiene during an outbreak. If you see something of concern speak to the Deputy Manager or just speak up. The only time a visitor can come into the building during an outbreak is for a resident on end of life care.</p>	<ul style="list-style-type: none"> • Liaise with outbreak management team and agree a course of action in how to inform all visitors to the community to undertake standard precautions which includes hand hygiene practices. • Ensure personal enhanced hand hygiene practice and decontamination of equipment surfaces of your area i.e. telephone handset, computer keyboard, pens used on signing in etc.