

GEORGIA DEPARTMENT OF CORRECTIONS



Standard Operating Procedures

Policy Name: Environmental Health and Safety

Policy Number: 507.04.71

Effective Date: 01/19/2022

Page Number: 1 of 8

Authority:
Commissioner

Originating Division:
Health Services Division
(Physical Health)

Access Listing:
Level I: All Access

I. Introduction and Summary:

A comprehensive environmental health program will be developed, implemented, and monitored to ensure that offenders and correctional personnel are provided a safe and sanitary environment. This procedure is applicable to all facilities that house Georgia Department of Corrections (GDC) offenders to include private and county prisons.

II. Authority:

- A. GDC standard Operating Procedures (SOPs): 228.02 Facility/Center Barber/Cosmetology Shops, 228.01 Safety and Sanitation Inspections, 507.04.38 First Aid and Personal Protective Equipment Kits, 507.04.70 Infection Control Program, and 507.05.10 Infection Control Precautions;
- B. Ga. Comp. R. & Regs. 125-1-2.15, 125-2-3.02, 125-2-3.03, and 125-2-3-.05;
- C. OSHA: 29 CFR Part 1910.1030 Occupational Exposure to Bloodborne Pathogens: Final Rule;
- D. Guidelines for Environmental Infection Control in Health Care Facilities; Recommendations of the CDC and the Healthcare Infection Control Practices Advisory Committee (HICPAC); USDHHS, CDC;
- E. OHS Clinical Update 03.02, Managing Skin Infections Caused by MRSA;
- F. NCCHC 2018 Adult Standard: P-B-02; and
- G. ACA Standards: 5-ACI-3B-02 (Mandatory), 5-ACI-5D-01 (Mandatory), 5-ACI-5C-16, 5-ACI-5D-02 (Mandatory), 5-ACI-5D-03 (Mandatory), 5-ACI-5D-10, 5-ACI-5D-12, 5-ACI-6B-01 (Mandatory) and 4-ALDF-1A-01 (Mandatory).

III. Definitions: None.

GEORGIA DEPARTMENT OF CORRECTIONS



Standard Operating Procedures

Policy Name: Environmental Health and Safety

Policy Number: 507.04.71

Effective Date: 01/19/2022

Page Number: 2 of 8

Authority:
Commissioner

Originating Division:
Health Services Division
(Physical Health)

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IV. Statement of Policy and Applicable Procedures:

A. Environmental Health Program:

1. The environmental health program in each facility will include the following components:
 - a. Offender Housing;
 - b. Laundry Services;
 - c. Food Services;
 - d. General Sanitation;
 - e. Climate Control;
 - f. Infection Control;
 - g. Fire Safety; and
 - h. Equipment and Utility Inspections.
2. Standards for the Environmental Health Program will be developed by the Facilities Division in consultation with the Office of Health Services and monitored by the facility Warden/Superintendent in conjunction with the responsible health authority.

B. Environmental Health Program Standards:

1. Offender Housing:
 - a. Each offender will be furnished with a clean mattress, pillow and case, sheets, blanket and a locker or cabinet for the safe and orderly storage of personal property.

GEORGIA DEPARTMENT OF CORRECTIONS



Standard Operating Procedures

Policy Name: Environmental Health and Safety

Policy Number: 507.04.71

Effective Date: 01/19/2022

Page Number: 3 of 8

Authority:
Commissioner

Originating Division:
Health Services Division
(Physical Health)

Access Listing:
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- b. Hand washing sinks, drinking fountains, showers and toilets will be present in sufficient numbers, accessible with adequate water pressure, and kept clean and in good repair. Environmental surfaces should be cleaned regularly with a dilute bleach solution (1 Tbsp bleach to 1 gal water) or other EPA approved disinfectant solution. Special attention should be given to surfaces frequently touched by hands, e.g., faucets, door handles, etc. When feasible, liquid soap dispensers should be utilized.
 - c. Hot water for showers should be thermostatically controlled at temperatures between 100 and 120 degrees.
2. Laundry Services: (See SOP 401.12, Laundry Procedures):
- a. Laundry services will assure the availability of a sufficient supply of clean linen and clothing. Each offender will be provided with a least three (3) clean changes of clothing and one (1) clean change of bed linen and personal towels per week.
 - b. Laundry of infectious (i.e., blood-soaked) or parasite-infested material is handled using standard precautions (i.e., gloves and gowns), double-bagged, labeled and laundered according to the usual procedure. It is necessary to launder those items separately.
 - c. Soiled laundry should be handled with minimal agitation. The anti-microbial action of the laundry process results from a combination of mechanical agitation, heat, and chemicals. Bleach enhances the effectiveness of the laundry process and chlorine bleach is activated at temperatures of 135° – 145° F.
 - d. At facilities with approved washers, lower water temperatures can also reduce contamination when the washer cycle, detergent and amount of additives are carefully monitored and controlled. Low temperature cycles rely on the presence of bleach to kill microbes. The high temperatures used in drying and ironing provides additional germ-killing action.

GEORGIA DEPARTMENT OF CORRECTIONS



Standard Operating Procedures

Policy Name: Environmental Health and Safety

Policy Number: 507.04.71

Effective Date: 01/19/2022

Page Number: 4 of 8

Authority:
Commissioner

Originating Division:
Health Services Division
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Access Listing:
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- e. Clean laundry should not be transported in the same vehicle that is used to transport dirty laundry unless a physical barrier is used. All washers and dryers must be maintained according to manufacturer's instructions.
 - f. To prevent transmission of infectious microorganisms:
 - i. Sheets, towels, and clothing should be laundered regularly by the laundry and not by hand.
 - ii. If hot water cycles are used, wash with detergent in water $\geq 160^{\circ}$ F for at least 25 minutes.
 - iii. If lower temperature cycles are used, choose chemicals suitable for low temperature washing at proper concentration for temperatures $\leq 160^{\circ}$ F.
 - iv. Package, transport, and store clean laundry to ensure hygienic cleanliness is maintained.
 - g. Mattresses that are visibly stained or torn should be replaced. Mattresses that are slated for disposal should be sprayed with a 10% bleach solution and covered and sealed with opaque fabric or plastic. Such mattresses do not contain "free liquids" and are not by definition "hazardous waste". Accordingly, the waste hauler for the facility should be utilized for disposal.
3. Food Services:
- a. An initial medical screening of an offender for contraindications to a work program based on job risk factors and patient conditions is conducted prior to enrollment in the program. On-going medical screening for work programs is conducted in a way that afford the same health protections as medical screening of employee workers in equivalent jobs.

GEORGIA DEPARTMENT OF CORRECTIONS



Standard Operating Procedures

Policy Name: Environmental Health and Safety

Policy Number: 507.04.71

Effective Date: 01/19/2022

Page Number: 5 of 8

Authority:
Commissioner

Originating Division:
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- b. Food service workers are monitored on a routine basis by the food service supervisor for health conditions or infections that are transmitted through food. Any food service worker suspected of an infectious condition will be referred to the medical section for evaluation. See SOP 507.04.72 (Food Service Workers).
 - c. The food service supervisor will monitor food preparation and storage conditions to assure safe food handling practices. See SOP 409.04.10 (Sanitation). Kitchen clearance exams by health care personnel are required.
4. General Sanitation: (See SOP 228.01- Safety/Sanitation Inspection):
- a. A housekeeping plan will be developed at each facility to identify areas to be cleaned, frequency, by whom, how it is to be cleaned and the evaluation process.
 - b. Sufficient and appropriate cleaning equipment and supplies, including water-soluble cleaning compounds and pesticides for the control of insects and vermin will be available for the housekeeping program.
 - c. Refuse, including hazardous refuse and waste will be handled, stored, and disposed of in a safe and sanitary manner consistent with local, state, and federal regulations.
5. Climate Control:
- Temperature controls will be adequate to prevent excessively warm or cold temperatures. See SOP 508.24, Psychotropic Medication Use Management and SOP 207.04, Offender Work Details.
6. Infection Control:
- a. An infection control plan will be developed and implemented, addressing

GEORGIA DEPARTMENT OF CORRECTIONS



Standard Operating Procedures

Policy Name: Environmental Health and Safety

Policy Number: 507.04.71

Effective Date: 01/19/2022

Page Number: 6 of 8

Authority:
Commissioner

Originating Division:
Health Services Division
(Physical Health)

Access Listing:
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all areas of health care delivery. See SOP 507.04.70, Infection Control Program.

- b. Barber and cosmetology shops will be operated in compliance with applicable laws and infection control practices. See SOP 228.02, Facility/Center Barbershop/Cosmetology Shops.
- c. Personal Protective Equipment (PPE) kits will be strategically located throughout the facility to use in the event of biohazard spills. See SOP 507.04.38, First Aid and Personal Protective Equipment Kits.
- d. Infirmary rooms with respiratory isolation capability (negative airflow) will be inspected regularly to ensure proper functioning.
 - i. Negative airflow will be checked daily by the infection control coordinator or designee while the room(s) is in use. [E.g., smoke trail method using the chemical smoke tube or bottle (See Infection Control Manual, Section 2)]. Monthly checks will be done monthly for rooms not in use.
 - ii. The facility maintenance department will maintain annual certifications and regular maintenance as recommended by the manufacturer of the system. (See Infection Control Manual, Section 2).

7. Fire Safety:

- a. All areas of the facility will be free of fire hazards.
- b. Fire retardation equipment (i.e., fire extinguishers, fire hoses) will be kept in working order and regular inspections will be documented. See SOP 511.03, Departmental Fire and Life Safety Program.

GEORGIA DEPARTMENT OF CORRECTIONS



Standard Operating Procedures

Policy Name: Environmental Health and Safety

Policy Number: 507.04.71

Effective Date: 01/19/2022

Page Number: 7 of 8

Authority:
Commissioner

Originating Division:
Health Services Division
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Access Listing:
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8. Equipment and Utility Inspections:

- a. The responsible health authority will ensure regular inspections and servicing, consistent with manufacturer specifications and state regulations, will be conducted for all health-related equipment. E.g., x-ray equipment.
- b. Water quality will be periodically tested in accordance with state and federal regulations. Plumbing and sewage disposal systems will be inspected to ensure that they are operating properly. (See Board Rules 125-2-3.02, 03.)

C. Environmental Inspections:

1. Environmental safety and sanitation inspections in the housing units will be conducted by correctional officers as described in SOP 228.01, Safety/Sanitation Inspection with reports forwarded to the appropriate supervisor as designated by the warden/superintendent.
2. A copy of the facility's monthly sanitation inspection report will be forwarded to the responsible health authority.
3. An environmental inspection of health services areas is conducted monthly to verify that:
 - a. Equipment is inspected and maintained;
 - b. The unit is clean and sanitary; and
 - c. Measures are taken to ensure the unit is occupationally and environmentally safe.
4. The Responsible Health Authority or his/her designee (e.g., Infection Control Coordinator) will review the monthly reports to ensure that health related

GEORGIA DEPARTMENT OF CORRECTIONS



Standard Operating Procedures

Policy Name: Environmental Health and Safety

Policy Number: 507.04.71

Effective Date: 01/19/2022

Page Number: 8 of 8

Authority:
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environmental issues are adequately addressed. Unresolved issues will be forwarded to the sanitation officer for corrective action and discussed at the Infection Control Meeting.

V. **Attachments:** None.

VI. **Record Retention of Forms Relevant to this Policy:** Completed Records and forms should be retained ten (10) years.