All volunteers must be familiar with and adhere to the policies of Infection Control, Universal/Standard Precautions and Isolation Precautions as described below:

**Infection Control Policy**

*It’s for your own protection!*

- Volunteers are advised not to report for duty if they have an upper respiratory or other infection or a draining lesion (i.e., poison ivy, rash, etc).

- Volunteers are advised to use frequent and thorough hand washing as the first line of defense against the spread of infection.

- Use Alcohol-based Hand Wash prior to entering a patient room and also upon exiting the room.

- Volunteers are advised to follow the isolation instructions found on a patient’s door, which may require wearing a mask, gown or gloves. Volunteers should not enter a room with an isolation sign without the approval of the appropriate staff person.

- Volunteers are not to enter a room with an Airborne Precaution sign posted.

**Hand Hygiene**

Clean hands are the single most important factor in preventing the spread of pathogens and antibiotic resistance in healthcare settings. Hand hygiene reduces the incidence of healthcare associated infections. The Center for Disease Control estimates that each year nearly 2 million patients in the United States get an infection in hospitals, and about 90,000 of these patients die as a result of their infection.

- **Hand Hygiene** is a general term that applies to either hand washing, antiseptic hand wash or alcohol-based hand rub.

- **Hand washing** refers to washing hands with plain soap and water.

- **Antiseptic hand wash** refers to washing hands with water and soap or other detergents containing an antiseptic agent.

- **Alcohol-based hand rub** refers to the alcohol-containing preparation applied to the hands to reduce the number of viable microorganisms. Outside of each patient room and in other areas throughout the medical center there are dispensers of alcohol-based hand rub for your convenience.
• All volunteers should wash hands with soap and water when hands are visibly dirty, contaminated or soiled and use an alcohol-based hand rub when hands are not visibly soiled to reduce bacterial counts.

• When washing hands with soap and water, wet hands first with water, apply soap and rub hands together for at least 15 seconds, covering all surfaces of the hands and fingers. Rinse hands with water, dry thoroughly with a disposable towel, and use the towel to turn off the faucet.

• All volunteers are expected to wash their hands before and after patient contact.

**Universal Precautions/Standard Precautions**

Health care workers are required to use Universal/Standard Precautions for the care of all patients. Universal Precautions refer to precautions used in the handling of blood and body fluids of ALL patients (not just recognized infectious) whenever there is a potential for exposure to blood or other body fluids, secretions, excretions and tissues.

As a volunteer following your volunteer service description your exposure to blood and body fluids should be limited; however, anyone spending time in the health care environment with patients needs to be familiar with these precautions in the event that you would be exposed to blood or body fluids.

• Wash hands before and after patient care regardless of whether gloves are worn.
• Wash hands between patient contact (person to person or room to room).
• Wear gloves when touching blood or body fluids or contaminated items. Change gloves between use.
• Wear a mask and eye protection or a face shield to protect mucous membranes of the eyes, nose and mouth from splashes and sprays.
• Wear gowns to protect clothing.

Volunteers are asked not to transport patients to and from medical procedures, handle medical specimens, clean up spills or change and clean beds and equipment in an effort to reduce the contact with potentially harmful substances.
**Isolation Precautions**

In addition to Universal/Standard Precautions, patients with certain communicable diseases should be placed on Isolation Precautions. The isolation measures used at Vanderbilt include patients being placed in “isolation” rooms. A colored sign is placed on the patient’s door with instructions explaining what kind (if any) protective barriers (like mask, gown, or gloves) that must be worn, as well as other restrictive actions required prior to entering the room.

These categories include Air Precautions, Droplet Precautions and Contact Precautions.

- **Airborne Precautions** apply to diseases transmitted by air, including diseases such as Pulmonary Tuberculosis (TB), Measles (roseola) and Varicella (chickenpox). Volunteers should never enter a room with an airborne precaution posted.

- **Droplet Precautions** apply to diseases transmitted by close contact (within 3 feet) with respiratory secretions. Such diseases include Mumps or Pertussis (whooping cough).

- **Contact Precautions** apply to those infections transmitted by direct contact with the infectious substance. Such infections include scabies, lice, Respiratory Syncytial Virus (RSV) and primarily for the Burn Unit related infections.

**Remember:** The easiest thing that a person can do to protect themselves and the patients is to WASH their hands thoroughly and frequently.

The VUMC Department of Infection Control staff is available to answer any questions or concerns regarding infectious diseases at 936-0725.

**Material Safety Data Sheets**

Material Safety Data Sheets (MSDS) provide information regarding details on chemical and physical dangers, safety procedures and emergency response techniques.

The following resource is available at:

- Vanderbilt Hospital, contact the department of Institutional Safety Monday-Friday 8:00am-4:30 pm (phone # 322-2057)
## Isolation Categories:

<table>
<thead>
<tr>
<th>Type of Isolation</th>
<th>Used for Pathogens That</th>
<th>Equipment Needed</th>
<th>Use For</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contact</strong></td>
<td>Can be spread by direct contact; often contaminate the environment</td>
<td>Gloves, gowns <em>upon entering room</em> (Even if no patient contact is expected)</td>
<td>MRSA, VRE, scabies, <em>C. difficile</em>, Gram-negative organisms resistant to Cefepime, rotavirus, RSV</td>
</tr>
<tr>
<td><strong>Droplet</strong></td>
<td>Require close contact for transmission</td>
<td>Surgical masks; gloves if handle secretions</td>
<td>Influenza, <em>N. meningitidis</em>, pertussis, parvovirus</td>
</tr>
<tr>
<td><strong>Airborne</strong></td>
<td>Can be transmitted via airborne route</td>
<td>N95 respirator upon entering room; Patient must be in negative pressure room</td>
<td>Pulmonary TB (confirmed or suspected), varicella, smallpox, measles</td>
</tr>
</tbody>
</table>