


CHAPTER: 11	SECTION: 1	SUBJECT: SURVEILLANCE, PREVENTION, AND CONTROL OF INFECTION
TITLE: <b>PREVENTION, SURVEILLANCE, REPORTING, AND CONTROL OF INFECTIOUS DISEASES</b>		
EFFECTIVE DATE: <b>1996</b>	REVIEWED/REVISED DATE: <b>1/13/98, 7/26/01, 4/4/02, 2/4/03, 11/1/05, 5/6/08, 12/14/09, 2/14/11, 1/26/12, 2/6/13, 3/17/14, 3/17/15, 4/21/16, 5/1/17, 7/13/18, 9/9/19, 10/01/2020</b>	
ISSUED AND APPROVED BY:   <p style="text-align: center;">EXECUTIVE DIRECTOR</p>		

**I. PURPOSE:**

To establish procedures for the prevention, surveillance, reporting, and control of infectious diseases throughout the agency. To reduce the risk of epidemic infection among consumers and staff.

**II. APPLICATION:**

To all Community Mental Health of Ottawa County (CMHOC) operated and contracted programs as specified by contract.

**III. DEFINITION:**

**EMPLOYEE:** All CMHOC employees including full and part-time, temporary, volunteer, intern, contractual employees, or any contractual individual.

**EPIDEMIC:** An outbreak in a community or region of a group of infections of similar nature, clearly in excess of normal expectancy and derived from a common or propagated source.

**IV. POLICY:**

It is the policy of Community Mental Health of Ottawa County (CMHOC) to utilize a coordinated process to reduce the risk of epidemic infections among individuals served, care providers, and employees. It is also the policy of CMHOC to maintain and promote a healthy work environment by assuring that appropriate procedures are in place for prevention, surveillance, reporting, and control of infectious diseases.

**V. PROCEDURES:**

A consumer, employee, or contract employee has the right to choose not to report their own infectious disease. All other known cases should be reported as stated below. This information shall be provided the same confidentiality as any other consumer or employee specific information.

- A. CMHOC will maintain an Infection Control program with the principle goal of preventing infections. The **detection** of such infection, **surveillance** of the frequency and identification of the predisposing factors are essential for the purpose and implementation of cost effective **control** and **preventative** measures. The Infection Control Program will be dynamic, active, and will involve all CMHOC personnel.

- B. When a Community Mental Health employee learns that a consumer or other employee has a suspected or diagnosed case of a communicable disease he/she will report that information utilizing the “Report of Infectious Disease” form. Instructions for submitting are found on the form. A CMHOC Nurse and or Medical Director will provide information/consultation regarding the disease to the infected individuals and/or care givers.
- C. The principles and importance of infection control will be given to every employee in orientation.
- D. Personnel involved with direct consumer contact will receive more in-depth education on infection control measures. A mandatory yearly review will occur if quality assurance measures suggest a problem. Documentation of in-service education in Infection Control will be maintained by the Training Center.

**VI. ATTACHMENTS:**

Report of Infectious Disease Form

**VII. REFERENCE:**

Ottawa County Bloodborne Pathogen Exposure Control Plan