



**APRIL COMPLETE CARE SOLUTIONS LTD  
(The “Company”)**

**Personal Protective Equipment Policy**

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## **Personal Protective Equipment:**

After removal of any item of personal protective equipment, it must be disposed of as clinical waste (in the health care setting). In individuals' own homes where there is no clinical waste collection and there is only a small amount of PPE then this can be disposed of in household waste. It should be placed into a waste bag then placed into the household waste bag (double bagged). Clinical waste bags must not be disposed of in household waste bags. For larger amounts of PPE waste the responsibility of its disposal sits with the practitioner who has produced it, it should be disposed of at the designated waste collection point for that staff member. Please refer to the LPT policy for the management of waste.

Hands must always be washed with liquid soap and water following removal of PPE. If soap not available decontaminate with alcohol sanitiser at wash hands at the earliest opportunity.

Employers must ensure that there are adequate stocks of personal protective equipment readily available at all times.

## **Gloves:**

Must be worn when completing personal care and disposed of.

The aim of wearing gloves is to:

- protect hands from contamination by organic matter and micro-organisms
- protect hands from chemicals that may cause an adverse reaction on the skin
- reduce the risk of cross-infection by preventing the transfer of organisms from staff to individuals, individual to staff and environment to staff.

Disposable, well fitting, good quality, single-use sterile or non-sterile powder free, nitrile gloves should be worn for contact with body substances or items contaminated by them.

Gloves must be changed:

- after contact with each individual
- after different procedures for the same individual and

- at the end of each activity.

If wearing gloves, then aprons must also be worn at the same time.

Gloves must be removed by holding at the cuff and peeling the glove over the hand, then fold the second glove off the hand over the first glove, enclosing the first glove within the second glove and disposing of the gloves into the designated bin for clinical waste.

Hands should be decontaminated following the removal of gloves by hand washing.

Gloves for clinical use are designated 'single use' and must never be re-used. Washing gloves not only reduces the barrier properties of the glove but is also re-processing which is not permitted.

### **Disposable Plastic Aprons:**

Disposable plastic aprons are protective equipment and must be worn to protect the wearer's clothing/uniform.

Disposable plastic aprons are worn in the following circumstances.

- When there is a risk of contamination with blood or body fluids.
- For direct contact with an individual when providing personal or clinical care.
- For cleaning activities.
- Whenever gloves are worn.

The apron should be put on at the beginning of the activity i.e. individual contact or cleaning, and then removed at the end.

Following completion of the above procedures(s) the apron must be removed and discarded into a clinical waste bin. In individuals own homes where there is no clinical waste collection then dispose of in household waste. It should be placed into a waste bag then placed into the household waste bag (double bagged). Clinical waste bags must not be disposed of in household waste bags

**One disposable plastic apron should not come into contact with more than one individual**

### **Surgical masks**

Must be worn when completing personal care, and disposed of. Staff should re new surgical masks at each call

### **Visors**

Should any client show signs or symptoms of COVID 19 staff must wear full 4 point PPE .

## Employees

The PPE user is responsible for following the requirements of the PPE policies. This involves:

1. Properly wearing PPE as required.
2. Attending required training sessions.
3. Properly caring for, cleaning, maintaining, and inspecting PPE as required.
4. Following **April Complete Care Solutions** policies and rules.
5. Informing the supervisor of the need to repair or replace PPE.

Employees who repeatedly disregard and do not follow PPE policies and rules will be subject to disciplinary procedures.