INSTRUCTIONS FOR THE SUPERVISOR

Step One:

- Make a copy of the Instructions for the Learner page. Return your original to the sheet protector. Add the following information to the copy:
  1. The name (or position) of the person to whom the aides should direct questions.
  2. The name (or position) of the person to whom the aides should turn in their quizzes.
  3. The date by which the quiz page should be turned in.
  4. The name (or position) of the person who will initial the aides’ Inservice Club Membership Cards.

- Use this copy as your “master” as you make up the inservice packets.

Step Two:

- Have the following copied for each learner:
  1. The Instructions for the Learner page.
  2. The 10 Page Inservice newsletter.
  3. OPTIONAL: Infection control procedures for your workplace—especially your handwashing policy.
  4. The Quiz page.

Step Three:

For Self-Study Use

- Distribute as desired—in employee mailboxes; folded in paychecks, etc.
- You may want to post the Quiz Answer Sheet in a prominent spot.

For Group Use

- Read over the Suggested Participatory Activities, the Suggested Teaching Tips and the Suggested Discussion Questions.
- Select the activities you want to use during your inservice hour.

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ACTIVITY #1: THE TRUTH ABOUT INFECTION CONTROL!

- Make enough copies of the “Truth” worksheet for your staff. (It’s included in this inservice packet.)
- Distribute as desired—you can have your staff work individually, in small groups or as one large group.
- Give them 10-15 minutes to read through the statements and select their 10 “truths”.
- As you go over the answers, ask the group why they selected the answers they did. Going over “wrong” answers should help to cement the correct answers in people’s minds.
- Consider giving a small prize to the individuals or groups that guess all 10 truths.

ACTIVITY #2: SING ALL ABOUT IT—A TEAMBUILDING ACTIVITY!

Remind your group that controlling and preventing the spread of infection takes teamwork! Use this activity to reinforce the concepts of infection control, to promote stronger team relationships, and to have a little fun!

- **What you’ll do:** Hand out small slips of paper and ask each person in the room to write down the name of a well-known song. It could be a children’s song like “Mary Had a Little Lamb” or a popular song from the radio, like Aretha Franklin’s “Respect.” Once everyone has chosen a song, gather the slips and place them in a bowl.

  - Next, form teams. This activity will work best with teams of 3-4 people.
  - Have each team randomly choose a slip of paper from the bowl. Challenge the teams to make up new lyrics that are related to infection control and can be sung to the tune of the song they chose.
  - Allow 10 to 15 minutes for the groups to write their lyrics. (See sample below.)
  - When everyone is finished, have the groups perform the songs. Consider awarding small prizes to the “most creative,” or “funniest” songs.

**FEVER (To the tune of “Fever” by Peggy Lee)**

*Created by Grace Volkening, Infection Control Network*

| You’ll never know how much you need me          | We give them fever, when we touch them       |
| You’ll never know how much I care              | Fever when we change their lines             |
| When we forget that handwash                   | Fever! In the morning.                       |
| The patients get a fever they can’t bear       | Fever all through the night!                 |
SUGGESTED TEACHING TIPS

TEACHING TIPS

- Make an overhead of the Quiz Answer Sheet.
- Take advantage of this inservice time to go over the infection control procedures for your workplace—especially your handwashing policy.
- Take some time to allow participants to discuss their reaction to:
  - The “Connect It Now” box on page 4.
  - The “Get Out” box on page 5.
  - The “Talk About It” box on page 8.
- Include infection control tips on pay stubs or at the bottom of every email you send! For example, hand washing steps, common cold / flu symptoms, and upcoming events (e.g., flu shot clinics) could be on pay stubs. At the bottom of company-wide emails, you can include tips on how to keep your family from getting sick and ways to keep your immune system strong.

RESOURCES

The following resources were used in developing this inservice. You might want to check them out for further information:

- Center for Disease Control at www.cdc.gov
- World Health Organization at www.who.int
- TB Alert at www.tbalert.org
- Infection Control Tday Magazine at www.infectioncontroltoday.com
- National Institutes of Health at www.nih.gov
- Association for Professionals in Infection Control at www.apic.org
- Department of Health and Human Services at www.hhs.gov
- The Mayo Clinic at www.mayoclinic.com
- The Infectious Diseases Society of America at www.idsociety.org

More to Learn!

Your staff may enjoy the following related In the Know inservices:

- Handwashing
- Protecting Your Clients During Flu Season
- Standard Precautions
- Infection Control in Home Care
- Handling Biomedical Waste
- Understanding Drug Resistant Bacteria
- Understanding MRSA
- Understanding C-Difficile
- Understanding Norovirus
- A Tuberculosis Update

If your In the Know library doesn’t include these titles, they are available for purchase by calling our toll-free number: 877-809-5515

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DISCUSSION QUESTION #1
You go into the room of a client who is not on any special precautions and you find she is not there. You tidy up the sink, remove some trash from a table and leave the room. Do you still have to wash your hands? Can you use an alcohol-based hand rub instead?

Answer: You still have to wash your hands. If they are not visibly soiled, it is okay to use an alcohol-based hand rub in this circumstance.

DISCUSSION QUESTION #2
Explain to the group that Medicare will not reimburse medical care providers for surgical site infections or catheter-associated urinary tract infections. In addition to not receiving reimbursement from Medicare for these situations, healthcare providers are not allowed to seek payment from the client or family, either! So, who pays when a client develops a healthcare-associated infection?

Answer: As a society, we pay for these infections through increased insurance premiums, staggering medical costs and tax increases. We all suffer when small community hospitals close because they can no longer afford to operate. Nurses and Aides suffer when there is not enough money to offer our hardest workers a decent wage or an occasional pay raise. Clients suffer when employers can no longer afford to staff facilities appropriately, leaving everyone overworked and stretched to the limit!

HERE ARE MORE QUESTIONS THAT MAY SPUR SOME INTERESTING DISCUSSION:

- How would you feel if you learned that you were responsible for an outbreak of an infectious disease (like Hepatitis A or MRSA) among a number of clients you cared for? How would you feel if someone died as a result of an infection you were responsible for spreading?

- If you noticed that a co-worker was not washing her hands often enough, would you feel comfortable talking to her about it? If not, why not?

- Study after study reveals that healthcare workers in general, and nurses and nursing assistants in particular, have a very high rate of non-compliance with hand washing guidelines. How do you think you and your co-workers are doing?
THE TRUTH ABOUT INFECTION CONTROL

Can you guess which TEN of these statements about infection control are TRUE?
(Please circle only the TEN TRUE statements.)

- Wearing a paper mask will protect you against tuberculosis.
- The flu shot is about 80% effective in preventing the flu.
- Disposable client care items can be used again safely if you disinfect them.
- Anti-TB medications are extremely expensive and not very effective.
- A sneeze zooms out of the nose at over 100 miles per hour!
- People who have active TB disease must be placed in quarantine.
- There is no vaccine to protect people against hepatitis C.
- Influenza and pneumonia are two names for the same illness.
- Most older people are allergic to the flu shot.
- Every square inch of the human body has about 32 million bacteria on it.
- It’s possible for hepatitis C to be spread by sharing nail clippers with someone.
- Soap is all you need to disinfect dirty client care equipment.
- For every 1000 health care workers exposed to HIV, 50% will become HIV positive.
- Most biohazardous waste containers are red and are labeled with a special symbol.
- The primary risk factor for acquiring hepatitis C is IV drug use.
- Most health care workers wash their hands too often.
- Every workplace has a procedure to follow if you are exposed to a client’s blood.
- The HIV germ is spread very easily.
- Dirty needles should never be recapped.

Moisturizing improves the health of your skin and reduces the build up of bacteria.
Here are the TEN TRUTHS about infection control.

(The rest of the statements are false!)

1. The flu shot is about 80% effective in preventing the flu.

2. A sneeze zooms out of the nose at over 100 miles per hour!

3. There is no vaccine to protect people against hepatitis C.

4. Every square inch of the human body has about 32 million bacteria on it.

5. It’s possible for hepatitis C to be spread by sharing nail clippers with someone.

6. Most biohazardous waste containers are red and are labeled with a special symbol.

7. The primary risk factor for acquiring hepatitis C is IV drug use.

8. Every workplace has a procedure to follow if you are exposed to a client’s blood.

9. Dirty needles should never be recapped.

10. Moisturizing improves the health of your skin and reduces the build up of bacteria.
1. The most common way germs are spread in healthcare settings is by:
   C. The hands of healthcare workers. The single most important thing you can do to help control the spread of infection is to wash your hands!

2. When caring for a client with MRSA, you should wear:
   A. Gown and gloves. MRSA is spread by direct contact. Clients with known MRSA infection should be on “contact precautions.” Contact precautions require the use of gown and gloves for all interactions with the client and the client’s environment.

3. Your client has a cough with a tight feeling in the chest. You should:
   D. Report these symptoms of pneumonia right away. Pneumonia is one of the three most common healthcare associated infections. Knowing the signs and symptoms and reporting them right away will help your client get treatment started as soon as possible.

4. The CDC’s Respiratory Hygiene and Cough Etiquette recommends that all coughs in a healthcare setting be covered by a(n):
   C. Tissue. Every cough and sneeze in a healthcare setting should be covered with a tissue and the tissue should be disposed of in the nearest trash can immediately.

5. True
   Airborne droplets of the TB germ can evaporate and travel on a speck of dust. They are smaller and lighter than droplets from the common cold and the flu and can travel much greater distances.

6. False
   Corrected Statement: The best way to prevent the spread of drug resistant bacteria is to WASH YOUR HANDS BEFORE AND AFTER all interactions with clients.

7. True
   A UTI is the most common type of healthcare-associated infection.

8. False
   Corrected Statement: Using waterless hand sanitizers throughout the day DOES NOT TAKE THE PLACE OF washing with soap and water.

9. True
   Most healthcare-associated infections (HAIs) are preventable.

10. False
    Corrected Statement: The best way to dry your hands in a public restroom is with a PAPER TOWEL.
Employee Name________________________________________________________________________

Date__________________________  □  Self-Study Inservice   □  Group-Study Inservice

1. Put a checkmark in the box that best describes how you feel about each learning objective.

<table>
<thead>
<tr>
<th>LEARNING OBJECTIVE</th>
<th>I am able to do this.</th>
<th>I might be able to do this.</th>
<th>I can’t do this.</th>
<th>I’m not sure.</th>
</tr>
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<tbody>
<tr>
<td>Outline events associated with the chain of infection and discuss your role in breaking the chain.</td>
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<tr>
<td>Discuss the importance of proper hand-washing as part of your daily infection control practices.</td>
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<tr>
<td>Describe the actions and PPE associated with standard and transmission-based precautions.</td>
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<td>Explain how and why some bacterial infections have become resistant to drugs.</td>
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<td>Demonstrate proper infection control procedures throughout your daily work.</td>
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2. Did you learn anything new that will help you in your job?  □  Yes  □  No

If yes, please explain: ____________________________________________________________________________________________________________________________________________________________

__________________________________________________________________________________________________________________________________________________________

3. If you have questions about the inservice information that did not get answered, note them here:                                                                                       ____________________________________________________________________________________________________________________________________________________________

__________________________________________________________________________________________________________________________________________________________

4. Other comments? ____________________________________________________________________________________________________________________________________________________________

__________________________________________________________________________________________________________________________________________________________