	DEPARTMENT OF PUBLIC SAFETY CORRECTIONS ADMINISTRATION POLICY AND PROCEDURES	EFFECTIVE DATE: AUG 12 1996	POLICY NO.: COR.07.10
		SUPERSEDES (Policy No. & Date): NEW	
	SUBJECT: ENVIRONMENTAL HEALTH AND SAFETY		Page 1 of 4

No. 96-36796

1.0 PURPOSE

To establish procedures which will ensure a safe and sanitary environment in all correctional facilities.

2.0 REFERENCES AND DEFINITIONS

.1 References

- a. National Commission for Correctional Health Care Standards, (1992), Environmental Health and Safety, P-15/J-14.
- b. American Correctional Association Standards for Adult Correctional Institutions, 3rd Ed.(1990), Sections 3-4310 - 3-4325.
- c. Title 17, Administrative Rules of the Corrections Division, (1983), Inmate Handbook.
- d. Department of Public Safety Policies and Procedures Manual, COR.10D.11, Infectious Waste Disinfection, Decontamination, and Disposal.
- e. Department of Public Safety Policies and Procedures Manual, COR.07.01, Facility inspections.
- f. Department of Public Safety Policies and Procedures Manual, COR.07.06, Housekeeping Inspections.
- e. Department of Public Safety Policies and Procedures Manual, COR.07.07, Housekeeping Plan for Food Service Areas.
- f. Department of Public Safety Policies and Procedures Manual, COR.07.08, Housekeeping Plan for Non-housing Areas.
- g. Department of Public Safety Policies and Procedures Manual, COR.07.09, Sanitizing Plan for Inmate Sleeping Areas.
- h. Department of Public Safety Policies and Procedures Manual, COR.07.18, Hazardous Materials Use & Control.

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- i. Standards for Health Services in Correctional Institutions, (2nd Ed., 1986), Beauty and Barber Shops Within Institutions.

.2 Definitions

- a. Health authority: The physician, health administrator, or agency responsible for the provision of health care services at an institution or system of institutions; the responsible physician or director of nursing may be the health authority. In Hawaii's correctional facilities the Nurse Managers are the health authority.
- b. Sanitize: Shall mean effective bactericidal treatment of surfaces.
- c. Infectious: The pathological state caused in organisms by infections.

3.0 **POLICY**

To ensure a comprehensive environmental health program environmental inspections shall be conducted by health services staff, correctional staff, and outside agencies (e.g., Department of Health, Fire Department) on a scheduled basis. Procedures shall be established by correctional facility administration and the responsible health authority in accordance with the provisions of this policy.

4.0 **PROCEDURES**

.1 Inmate housing

- a. Each inmate shall be furnished with a single bed, clean mattress, pillow and case, sheets, blanket and either an open case, footlocker, chest of drawers, closet or other device for safe and orderly storage of clothing and personal property.
- b. Adequate lighting which provide a degree of illumination appropriate for the function of the area and noise containment shall be evident.
- c. Hand washing sinks, showers, and toilets shall be in sufficient numbers, accessible, with adequate water pressure, and kept clean and in good repair.

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- .2 Each facility shall assure availability of a sufficient supply of clean linen and clothing.
- a. Each inmate shall be provided with two (2) clean changes of clothing, and one (1) clean change of bedding linen and personal towels per week.
 - b. Laundry of infectious or parasite-infected materials is handled using precautions (e.g., gloves, gowns, masks), double bagged, labeled, and processed according to policy COR.10D.11, Infectious Waste Disinfection, Decontamination, and Disposal.
- .3 Housekeeping shall be done in compliance to Policies and Procedures COR.07.07, Housekeeping Plan for Non-housing Areas, COR.07.08, Housekeeping for Food Service Areas, and COR.07.09, Sanitizing Plan for Inmate Sleeping Areas.
- a. There is a comprehensive housekeeping program that identifies what has to be cleaned, and who evaluates cleaning effectiveness and with what frequency.
 - b. Sufficient and appropriate cleaning equipment and supplies, including water-soluble cleaning compounds and pesticides for the control of insects and vermin, shall be available for the housekeeping program. The guidelines covering the control, use, and disposal of flammable, toxic, and caustic materials are outlined in policy COR.07.18, Hazardous Materials Use & Control.
 - c. Refuse, including hazardous refuse and waste, shall be handled, stored and disposed of in a safe and sanitary manner consistent with policy COR.10D.11, Infectious Waste Disinfection, Decontamination, and Disposal.
- .4 Risk Exposures
- a. Fire retardation equipment shall be kept in working order and regular inspections of this equipment will be logged.
 - b. Combs, clippers, razor and other similar equipment used for hair cutting shall be routinely sanitized between use on different inmates.

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- c. Areas that share a common passage with sensitive service areas should have self-closing doors that are kept closed when not in use.


.5 Inspections

Regular inspections and servicing, consistent with manufacturer specifications and state regulations, and operating systems will be conducted as outlined in Policy and Procedures COR.07.01, Facility Inspections and COR.07.06, Housekeeping Inspections.

5.0 **SCOPE**

This policy applies to all correctional facilities.

APPROVAL RECOMMENDED:

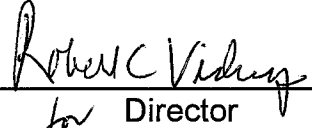


 Deputy Director for Corrections

8/8/96

 Date

APPROVED:



 for Director

8/12/96

 Date