

Infection Control Risk Assessment Procedure

Periodicity: All phases of VACHS construction projects
Personnel required: Construction Safety Team Members – Coordination by COTR
Equipment required: General Project Information
Form (See attachment K & L)

I. Evaluation Procedure:

COTR

- a. Continuously review and monitor integrity of VACHS air quality associated with project work.
- b. Maintained compliance with VACHS Infection Control Risk Precautions per Attachment K.
- c. Communicate all concerns to Infection Control and the CST in a timely manner if anticipated.
- d. Request attachment-L, Infection Control Construction Permit from Infection Control as needed.
- e. Communicate all unanticipated concerns to Infection Control and CST upon discovery.

Infection Control issues for COTR & Contractor

- a. Support all project related needs associated with the integrity of VACHS air quality.
- b. Coordinate all efforts through the COTR and CST as required - see attachment K.

Step One:

Using the following table, *identify* the Type of Construction Project Activity (Type A-D)

TYPE A	Inspection and Non-Invasive Activities. <ul style="list-style-type: none">• Includes, but is not limited to:• Remove ceiling tiles for visual inspection limited to 1 tile per 50 square foot• Painting (but not sanding)• Wall covering, electrical trim work, minor plumbing, and activities, which do not generate dust or require cutting of walls or access to ceilings other than for visual inspection.
TYPE B	Small scale, short duration activities which create minimal dust <ul style="list-style-type: none">• Includes, but is not limited to:• Installation of telephone and computer cabling• Access to chase spaces• Cutting of walls or ceiling where dust migration can be controlled. (Prior verbal IC approval is required for this type of work)
TYPE C	Work that generates a moderate to high level of dust or requires demolition or removal of any fixed building components or assemblies. Includes, but is not limited to: <ul style="list-style-type: none">• Sanding of walls for painting or wall covering• Removal of floor coverings, ceiling tiles and casework• New wall construction• Minor duct work or electrical work above ceilings• Major cabling activities• Any activity, which cannot be completed within a single work shift.
TYPE D	Major demolition and construction projects <ul style="list-style-type: none">• Includes, but is not limited to:• Activities which require consecutive work shifts• Requires heavy demolition or removal of a complete cabling system• New construction.

Step Two:

Using the following table, identify the Patient Risk Groups that will be affected.

If more than one risk group will be affected, select the higher risk group:

Low Risk	Medium Risk	High Risk	Highest Risk
<ul style="list-style-type: none"> Administrative Areas Nonclinical areas Mechanical Spaces 	<ul style="list-style-type: none"> Research Labs Cardiology Physical Therapy Radiology/MRI Respiratory Therapy Blind Rehabilitation 	<ul style="list-style-type: none"> Endoscopy Emergency Room Clinical Laboratories Outpatient Surgery Pharmacies Surgical Units Echocardiography Nuclear Medicine Specialty Care Clinics Woman's Clinic Psych ER NHCU Primary Care Clinics 	<ul style="list-style-type: none"> Any area caring for immunocompromised patients Cardiac Cath Lab SPD Medical & ICUs Negative pressure isolation rooms Oncology Operating rooms APU Interventional Radiology TB Lab

Step Three: Determine the type of activity that will be performed and the area you will be working in to determine class in step 3. Check applicable.

	Type of activity		Risk Group
TYPE A:	Inspection, non-invasive activity		Group 1: Least Risk
TYPE B:	Small scale, short duration, moderate to high level.		Group 2: Medium Risk
TYPE C:	Activity generates moderate to high levels of dust, requires greater than one (1) shift for completion.		Group 3: High Risk
TYPE D:	Major duration and construction activities requiring consecutive work shifts.		Group 4: Highest Risk

Step Four:

Match the Patient Risk Group (*Low, Medium, High, Highest*) with the planned Construction Project Type (*A, B, C, D*) on the following matrix, to find the Class of Precautions (*I, II, III or IV*) or level of infection control activities required.

IC Matrix – Class of Precautions: Construction Project by Patient Risk

Construction Project Type				
Patient Risk Group	TYPE A	TYPE B	TYPE C	TYPE D
Group 1: Least Risk	I	II	II	III/IV
Group 2: Medium Risk	I	II	III	IV
Group 3: High Risk	I	II	III/IV	IV
Group 4: Highest Risk	II	III/IV	III/IV	IV

Note: Infection Control approval and permit will be required when the Construction Activity and Risk Level indicate that Class III or Class IV control procedures are necessary.

Class II

Infection Control Construction Permit – Page: 1/2			
Project Name:	Paving	Permit No:	
Location of Construction:	Denard Lynch	Project Start Date:	
Project Coordinator:	mae Paul	Estimated Duration:	
Contractor Performing Work:		Permit Expiration Date:	
Supervisor:		Telephone:	

PROJECT CLASS:

CLASS I	1. Execute work by methods to minimize raising dust from construction operations.
Initial	2. Immediately replace any ceiling tile displaced for visual inspection.
	3. Minor demolition for remodeling from construction operations.
CLASS II	1. Provide active means to prevent air-borne dust from dispersing into atmosphere.
Initial	2. Water mist work surfaces to control dust while cutting.
	3. Seal unused doors with duct tape. <i>* Keep water areas wet to minimize dust migration into main Building</i>
	4. Block off and seal air vents.
	5. Wipe surfaces with disinfectant.
	6. Contain construction waste before transport in tightly covered containers
	7. Wet mop and/or vacuum with HEPA filtered vacuum before leaving work area.
	8. Place dust mat at entrance and exit of work area and replace as needed.
	9. Remove or isolate HVAC system in those areas where work is being performed.
CLASS III	1. Isolate HVAC system in area where work is being done to prevent contamination of the duct system.
Initial	2. Complete all critical barriers or implement control cube method before construction begins.
	3. Maintain negative air pressure within the work site utilizing HEPA-equipped air filtration units.
	4. Do not remove barriers from work area until complete project is thoroughly cleaned by Env. Svc.
	5. Vacuum area with HEPA-filtered vacuums.
	6. Wet mop with disinfectant.
	7. Remove barrier materials carefully to minimize spreading of dirt and debris associated with construction.
	8. Contain construction waste before transport in tightly covered containers.
	9. Cover transport receptacles or carts. Tape covering.
	10. Remove or isolate HVAC system in areas where work is being performed.
CLASS IV	1. Isolate HVAC system in area where work is being done to prevent contamination of the duct system.
Initial	2. Complete all critical barriers or implement control cube method before construction begins.
	3. Maintain negative air pressure within work site utilizing HEPA-equipped air filtration units.
	4. Seal holes, pipes, conduits, and punctures appropriately. Make sure adjacent windows are shut.
	5. All personnel entering work site are required to wear shoe covers. Shoe covers and disposable coveralls are to be removed before leaving the construction site.
	6. Do not remove barriers from work area until completed project is thoroughly cleaned by EMS (housekeeping)
	7. Vacuum work area with HEPA-filtered vacuum.
	8. Wet mop with disinfectant
	9. Remove barrier materials carefully to minimize spreading of dirt and debris associated with construction.
	10. Contain construction waste before transport in tightly covered containers.
	11. Cover transport receptacles or carts. Tape covering.
	12. Remove or isolate HVAC system in areas where work is being done.

Infection Control Construction Permit – Page: 2/2			
Project Name:		Permit No:	
Location of Construction:		Project Start Date:	
Project Coordinator:		Estimated Duration:	
Contractor if applicable		Permit Expiration Date:	
Supervisor:		Telephone:	

PROJECT CLASS:	Class II
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Additional Requirements

- (1) Keep paving areas wet to minimize dust migration into Hosp. Buildings

Infection Control Approval

Signature: <i>Bonnie Aichele</i>	Date: <i>1/19/10</i>
COTR	
Signature:	Date
Contractor (if applicable)	
Signature:	Date

VACHS ILSM Requirement Assessment Worksheet

1. These criteria will be used to evaluate smoke compartments in which a Life Safety code deficiency has been identified, or in which construction, renovation or alteration activities are planned. Any "Yes" answers below may require ILSM to address occupant safety.

- a. Documentation of any methods and measures under comment section.
- b. Completed form shall be maintained in project files with a copy maintained by the Chief of ES&OH or designee.

Submitter: Mac Paul

Date Submitted: 06/05/12

Log #

Expected Duration: 1 year

Project # 689-12-219

Building: WH Site work

Floor:

Room#:

CRITERIA	YES	NO
The issue/work alters or significantly compromises exit access, exiting or exit discharge building elements		X
The issue/work compromises building compartmentation including fire or smoke walls, floor/ceiling assemblies, corridor walls, use area doors or other defend in place location		X
The issue/work impairs the building Fire Protection System (alarm, sprinklers, suppression) for more than 4 hours in a 24 hour period		X
The activity includes exposure to combustible materials, flammable materials or generation of large amounts of dust and debris		X
The activity includes Hot Work		X
Access to the area by emergency forces will be impaired		X
Will non/limited combustible partitions be required?		X
*****Any Yes Response indicates ILSM is required*		
*****All 'No' response indicates ILSM is not required		

2. A "yes" answer to any of the above criteria requires that an ILSM be initiated.
3. Use the Interim Life Safety Measures Check Sheet and Assessment Worksheet to determine ILSM measures and equivalencies that will be required based on the compromise to the VACHS Life Safety System.
4. ILSM measures require review and approval by the Chief of FMS and Chief of ESOH or their designee.
5. Copies of all written records associated with the ILSM program are to be provided to and maintained by the Chief of ESOH. Documents that are related to project records need to be maintained in the project folder.
 - a. If an ILSM is not required, provide the completed assessment to the Chief of ESOH for review and approval. Maintain a copy of the approved form in the project file.

Description of Work and anticipated duration of systems impairment: Widen Service Road, Construct new sidewalk along Lamson Road.

Reviewed By: [Signature] Chief, FMS (or designee)

Date: 06/05/12

Approved By: [Signature] Chief, ESOH (or designee)

Date: 6/5/12

Attachment B to Healthcare System Policy SO-006

	Project #: 689-12-219	Project Title Parking Lot 12 Enhancements												
	COTR: Ed Jagelski	Review Date: 06/05/12												
Interim Life Safety Measures Matrix Assessment Tool Significant Life Safety Code Deficiencies or Construction Related Conditions	a) Notification to Fire Department	b) Ensuring Egress	c) VISN Notification	d) Fire Response Team	e) Ensuring Operations Life Safety Systems	f) Temporary Construction Barriers/partitions	g) Additional firefighting equipment and Training	h) Prohibiting Smoking	i) Controlling combustible loading	j) Conducting 2 fire drills per shift in all impacted areas	k) Increased hazard surveillance	l) Compartmentation training of personnel	m) Conducting organizational training of life safety	n) Conducting additional training of incident response team
	1. Blocking on an approved exit. (Stairwell door, corridor, etc.)	X						X	X		X	X	X	X
	2. Driveway to ER or back door entrance blocked.	X	X					X	X		X			
	3. Fire service equipment is blocked. (Fire hydrants, standpipes, etc.)	X	X					X	X		X			
	4. Fire fighting equipment impaired. (Fire hydrants, standpipes, etc.)	X		X				X	X		X			
	5. Sprinkler system down after normal duty hours.	X						X	X		X		X	
	6. Sprinkler system down over 4 hours.	X	X	X	X		X	X	X		X		X	
	7. Sprinkler system during replacement.	X		X			X	X	X	X	X		X	
	8. Fire alarm system shut down after normal duty hours.	X		X				X	X		X			X
	9. Fire alarm system down for over 4 hours.	X	X	X	X			X	X		X		X	X
	10. Fire alarm system during replacement.	X		X				X	X	X	X		X	X
	11. Renovation involving demolition of walls and/or ceilings.	X				X	X	X	X		X			
	12. Hot work operations performed.	X					X	X	X		X			
	13. Flammables utilized.	X					X	X	X	X	X	X	X	X
	14. Renovation involving at least an entire ward.	X				X	X	X	X		X	X	X	X
	15. Temporary ceiling tiles removed on both sides of a smoke barrier.	X						X	X		X	X	X	
	16. Smoke fire barrier breached.	X						X	X		X	X		

ILSM ITEMS

1. VAMC Project Engineer and Safety Personnel, along with Contractor, to coordinate road closures with WH Fire Department.
2. VAMC Project Personnel and Safety Personnel to coordinate with WH Fire Department relocation of Fire Hydrants.
3. Full, complete traffic management controls to be implemented by contractor.

Cranes and Lifting: The contractor will submit a lift plan prepared by a competent person to the VA contact person for approval prior to the arrival of the hoist on site. Certification of lifting equipment will be current and available for inspection.

Ladders and Scaffolding: Contractors will supply their own ladders. Scaffolding will not be erected without prior approval from the VA contact person. Scaffolding will be erected and dismantled under the supervision of, and inspected by a competent person. Initial and periodic inspections will be documented and available for review.

Worksite Safety Inspections: The contractors' employer is responsible to provide a worksite free of recognized hazards. To this end, the general contractor will perform safety inspections of their worksites with the COTR on a daily basis. The VA contact person should be invited to observe these inspections.

PPE: Contractor employers will have a written OSHA compliant PPE program where PPE requirements are based on a written hazard assessment. Contractor employees will have been trained on the PPE they are required. Where respirators are required, the employer will have a compliant written respirator program and employees will be trained and fit tested per OSHA requirements.

Asbestos: Prior to the commencement of work, the VA contact person will survey construction areas for asbestos containing materials, and notify the contractor of the presence of asbestos in their worksite. Contractors will not disturb any material designate as asbestos or containing asbestos (with the exception of asbestos abatement projects). Contractor will show proof of asbestos awareness training in accordance with OSHA.

Lead: Prior to the commencement of work, the VA contact person will survey construction areas for lead containing materials, and notify the contractor of the presence of lead in their worksite. Contractors will not disturb any material designate as lead or containing lead (with the exception of lead abatement projects).

Hazardous Material Spills: The Connecticut DEP defines a spill as any quantity of hazardous material outside its container" Report ALL spills to the Safety Hotline at 7389 or VA Police at 4900.

Waste and Housekeeping: Construction areas will comply with OSHA housekeeping requirements and swept clean at the end of each work day. Waste and debris will be removed by the contractor and disposed of in accordance with environmental regulations. Contractors will not use VA dumpsters or other trash receptacles for their waste or construction debris.

Green Environmental Management System:

Contractors will evaluate environmental aspects and impacts from the project and comply with applicable EPA, CT-DEP and VACHS environmental programs:

- Clean Air Act (boilers, generators, ETO, HAP emission, and fuel burning equipment)
- Clean Water Act, Safe Drinking Water Act (waste water discharge, storm water protection, sediment & erosion control)
- Underground/ Aboveground Storage Tank
- National Environmental Policy Act (NEPA)
- Resource Conservation and Recovery Act (RCRA) (solid waste, hazardous waste, universal Waste, used oil recycling)
- Toxic Substances Control Act (TSCA, asbestos, lead, PCB, etc.)
- Energy Independence and Security Act (EISA)
- CT State and Local Requirements

Solid Waste Management: Contractors will evaluate the solid waste to be generated from the project. Reuse and/or recycle construction debris (e.g. wood, metal, plastic, masonry, used oil) as much as possible. Submit the recycling records to VA Safety Office.

Hazardous Waste Management: Contractor will evaluate any hazardous waste to be generated from the project. Comply with VACHS's hazardous waste management plan including universal waste. Recycle fluorescent lamps, bulbs, mercury-containing equipment, batteries, used computer and electronics. Submit the recycling records to VA Safety Office. All hazardous waste generated from your project shall be reviewed by VA Safety Office. Any hazardous waste shipment manifests must be approved and signed by a VA Safety Officer who has a current RCRA & DOT training.

VACHS's GEMS Program emphasizes on Pollution Prevention, Resource Conservation, Waste Minimization, and Continual Improvement

V. A. Connecticut Healthcare System



Contractors' Safety Information

Published by the VACHS
Facilities Management Services Dept.,
the VACHS Safety Office, and
Green Environmental Management
System (GEMS) Program

April 2010

950 Campbell Avenue
West Haven, CT. 06516

Introduction: In this pamphlet, the term contractor refers to companies and their employees who perform work or provide services on the VA Connecticut Healthcare West Haven and Newington Campus, and the VACHS CBOCs. It provides only basic information. Contractors are expected to comply with all applicable local, state, and federal regulations and codes, as well as requirements in their contract with the VACHS. Contractors will have a written safety compliance program which addresses how they will comply with all applicable OSHA, EPA and CT-DEP requirements for the work they perform. Questions should be addressed to your

VA contact person listed here

NAME _____ EXT: _____

If you have urgent safety questions and your contact person is unavailable, call the safety office at ext. 7389.

Fire: (VA phones)

West Haven Campus — Dial 4444

Newington Campus — Dial 6222

In the event of an evacuation, contractors should have a pre-determined meeting spot away from buildings and out of the roadway. One person should be responsible to report if all are present.

Medical Emergencies: Contractors should have provisions to provide first aid or summons local medical emergency services (911) if needed. After 911 has been called, notify the VA police at ext. 4900 to inform them 911 has been called.

Working in a Healthcare Environment: Measures must be taken to isolate and secure the work zone from patients and visitors, limiting access to authorized personnel only. Tools and equipment must be under the direct control of the contractor.

SAFETY INFORMATION &

GEMS AWARENESS

Campus Rules:

Identification: Contractors will report to Building 15 and sign in prior to reporting to their worksite daily, unless they have been issued an ID badge for extended projects. ID badges will be worn on the upper torso in plain sight at all times.

Driving and Parking: The speed limit on Campus is 15 mph and strictly enforced. Contractors will not park in lots reserved for staff, on the grass, or in any other no-parking area. Vehicles in fire lanes will be towed. Some long term projects may have special designated parking. All contractors will have a sign visible through the windshield indicating the Name of their employer and the specific location of their worksite. Note that **Citations issued on Federal Property are treated as a federal offense, and go before a federal judge.**

Smoking: There is no smoking within 50 feet of any building. Please use designated receptacles.

Using Facilities: Contractors assigned to worksites designated as construction zones will not travel through public and patient areas of the hospital, use hospital lavatories, passenger elevators, or canteen service.

Prohibited Items: Cameras, tape recorders, fire arms or other weapons, alcoholic beverages, non-regulated explosives or gasoline engines inside any building are prohibited.

No chemicals or hazardous materials will be brought on site without prior approval of the MSDS. Use environmental friendly or green products whenever you can. Submit all MSDS to your VA contact.

OSHA Programs and Special Conditions: OSHA requires employers to have compliant safety programs and trained employees. In addition, the VACHS requires that ALL contractors hold a U.S. DOL issued card certifying completion of the OSHA 10 or 30 hour outreach training for construction safety.

Compressed Gas Cylinders: When not in use, cylinders will be stored with the protective cap on, in an up-right position and physically secured. Valves and hoses will be leak checked before use.

Trenching and Excavation: All trenching and excavating will be done in compliance with OSHA requirements and under the supervision of a competent person. Barriers and silt dams will be in place before work begins.

Confined Spaces: All confined spaces on VACHS property are assumed to be permit required unless they become re-classified by written assessment. Contractors entering confined spaces shall have, and been trained in an OSHA compliant Permit Required Confined Space Entry Program. The VA contact person will provide a written hazard assessment of the space, but it is the obligation of the contractor to perform and document their own hazard assessment prior to entry. Contractors will provide their own entry and safety equipment, rescue, and notify their VA contact person whenever a confined space entry will be made.

Hot Work: Welding, cutting, brazing or work which produces heat or sparks or involves a flame requires a hot work permit for each shift the work is being performed. Notify your VA contact person if hot work is to be performed.

Elevated Work: Contractors performing work on elevated surfaces as defined by OSHA will have appropriate compliant fall protection, and will have proof of receiving fall protection training.

Electrical Work: Contractors will have and be trained in their own compliant Lockout Tagout program. Lockout tagout of equipment or electrical service by a contractor will be coordinated with the staff electricians and affected employees by the VA contact person who will facilitate a pre-planning meeting to ensure uniformity of process.

Containment (Smoke, dust, noise, odors, etc): Work zones will be so enclosed as to contain smoke, dust, noise, or odors, and preclude them from infiltrating other parts of the hospital. Methods to ensure compliance should include negative air pressure equipment where possible. Testing of the containment is required to demonstrate to the VA contact person that it is properly sealed prior to commencement of use. Poly used to seal off areas will be fire retardant.

The Fire Plan for VAConnecticut HCS

Procedures in case of a fire emergency

For Healthcare occupancy (West Haven) and Business occupancy (Newington) the protection of patients, visitors and staff shall require a prompt and effective response.

RACE = Remove / Relocate - Alarm activate - Confinement - Extinguish

Fire Emergency Response Procedures West Haven Campus - Building One & Two

Prior to Horizontal or Vertical relocation, it should be determined if evacuation is necessary. If the incident is contained within the area of origin, occupants may choose to assume the “stand & defend” posture. All elements of the RACE’ Fire Plan shall be complied with short of relocation. Once smoke or fire enters the general corridor area or it has been determined unsafe, all occupants on the floor in alarm must follow through with the prescribed evacuation plan for the area.

Note: Red Door Frames represent a smoke or fire barrier. Not all floors have horizontal smoke barriers. However each floor above ground level has minimum of two exit stairs serving as a means of egress to a safe area.

Outer Buildings - Fire Evacuation Plan

Everyone shall evacuate in the event of a fire. The fire alarm system shall be activated

Fire Emergency Response (Newington)

Horizontal / Vertical / Full evacuation

Emergency Assistance Information – (See RED badge with ID badge)

	<u>West Haven</u>	<u>Newington</u>
Code Red (Fire)	X 4444	X 6222
Code 2 (Disruption)	X 2222	X 6444
Code 5 (Medical Emergency)	X 5555	X 6333
Police Emergency	X4911	X 6911
Code Yellow (Missing Patient)	Contact Supervisor for instructions	
Off site: Emergencies	*911 Safety Hot line 7389	

Signals/ Announcements:

Disaster code (West Haven): “March Time Bells – continuous bells followed by an overhead announcement.

Disaster code (Newington): “March Time Chimes” – Audible announcement transmitted via the fire alarm system.

Fire alarm signals (West Haven) Building One and Two will be initiated by a tone alert, strobe lights and a computer generated verbal announcement.

Outer buildings will be a steady and continuous tone until all occupants are evacuated and the alarm is acknowledged.