

Pest Control Policy

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| Services | Applicable to |
|---------------------------|---------------|
| Trust wide | √ |
| Mental Health and LD | |
| Community Health Services | |

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1. Executive Summary

Hospitals, in particular catering areas, provide ideal conditions for the survival and multiplication of pests. Cockroaches, houseflies, ants, insects and mites, rodents (especially mice), cats and birds can spoil and will contaminate food - and thereby transmit infections. They are attracted to the premises in search of warmth and food. They present a health risk to both patients and staff.

2. Introduction

The presence of pests can be offensive, present infection, contaminate foodstuffs, damage materials and structure or be a nuisance. Once established, pests can be difficult and costly to deal with. Satisfactory standards of pest control in both clinical and non-clinical areas are an integral part of providing an optimum environment for the delivery of good quality patient care.

East London NHS Foundation Trust recognises its legal obligation to take necessary measures to prevent the risk of pest infestation in all food storage, distribution and catering areas and to ensure good standards of pest control in all other areas of its sites.

Aim

The aim of this document is to ensure that the Trust (including contract partners) has a comprehensive and consistent approach to pest control management, where:

The Trust keeps its sites as free as is reasonably practical from pests in order to minimise the potential spread of disease and to satisfy its statutory duties.

The Trust ensures that all staff, patients and visitors are aware of the services available to manage pest control.

The Trust continually strives to improve its performance with regard to pest control management through participation with contracting partners, and support of all its employees.

The Trust works closely with other organizations to ensure continued good practice across all sites.

3. Scope

This policy applies to all Trust employees as well as all contractors and temporary workers who are engaged to work on Trust premises and it is intended as the main policy statement regarding pest control management.

Pest control contractors either directly with the Trust, or via a contracting partner must comply with this policy at all times.

The main organisations with which there are policy links for similar activities are:

- East London NHS Foundation Trust
- Tower Hamlets PCT Trust

- Homerton Acute NHS Trust
- All Cleaning Services Providers
- Building contractors on the approved list

4. Duties and Responsibilities

Each employee has a responsibility to ensure compliance with this policy.

4.1 Chief Executive

In line with the Trust's Health and Safety policy, the Chief Executive has overall responsibility on behalf of the Trust Board for ensuring compliance with statutory law. The Chief Executive will ensure that the requirements specified within this policy are resourced and implemented within the Trust.

This will be achieved by:

- Ensuring receipt of periodic reports on audit compliance and incidents.
- Taking all reasonable action on recommendations from the Director of Estates, Facilities and Capital Development and/or the Environment Committee.
- Ensuring referral of pest control policy issues in governance forums to Director of Estates, Facilities and Capital Development and/or the Environment Committee.

4.2 Director of Estates, Facilities and Capital Development

The Director of Estates, Facilities and Capital Development is responsible for pest control management.

The responsible duties are:

- To be responsible for the day-to-day compliance of the Trust with all relevant legislation and requirements specified within the policy.
- To ensure that there is an appropriate pest control policy adopted by the Trust and contracted providers of services.
- To ensure that facilities/funding are available or are purchased, which comply with the relevant legislation and Standing Financial Instructions.
- To also ensure that there is a regular review of the pest control policy and that there is an ongoing programme of work for monitoring and policing within the Trust Annual Business Plan.
- To ensure that at least annually, a special report is presented to the Trust Board informing them of the current state of pest control management for which the Board is responsible.

4.3 Health and Safety Committee

The Health and Safety Committee is responsible for developing, reviewing and updating processes, procedures and policies for the management of pest control to minimise risks to the health and safety of staff, contractors, patients, the public and the environment in accordance with all relevant legislation.

The Committee is also responsible for:

- The day-to-day compliance with the requirements of the policy and protocols.
- Providing reports to the Infection Control Committee.
- Ensuring that any documentation issued by the Executive or Health & Safety in pursuance of the safe management of pest control matters are reflective of legal requirements, good working practice and accepted guidance.
- Ensuring that pro-active arrangements exist for the monitoring and implementation of the policy and will notify the Director of Estates, Facilities and Capital Development of areas of concern.
- The Director of Estates, Facilities and Capital Development will receive reports on the monitoring and implementation of the policy.

4.4 Heads of Services, Ward Managers, Modern Matrons, PINS and Supervisory Staff

The above groups of staff are responsible to:

- Investigate and report all incidents to the site service helpdesk.
- Ensure that all staff has access to the Trust pest control policy.
- Provide information to all staff working in their areas of responsibility information regarding pest control and reporting procedures.
- Identify training needs of their staff.
- The Trust Monitoring Officer will monitor for compliance against protocols, however this will not absolve local line management from their duty of care.

4.5 All Staff

For the purposes of this document bank/agency staff and students/trainees are considered to be Trust staff.

All members of staff have a responsibility to report any sightings or incidents involving pests to the site service helpdesk.

4.6 Contractors

All contractors employed by, or working on behalf of the Trust will make the necessary arrangements to comply with this policy. It is the responsibility of the Trust department head to ensure that contractors are aware of the policy.

4.7 Contracting Partners

All contracting partners who have a contract to provide Pest Control Services will let contracts out to reputable service providers in accordance with contract to supply and in accordance with this policy

5. Key Performance Indicators

It is anticipated that key performance indicators will be developed to support the Trusts Executive Governance team, in ensuring compliance to this policy.

In addition the Trust operates a number of monitoring processes to ensure our service providers deliver the correct standards set out in this policy:

5.1 Environmental Audits

A regular inspection is carried out by Trust Monitoring officers with Matrons or heads of departments.

5.2 Site Tour Inspections

Regular inspections carried out by the nominated pest control contractors, during the Environmental Audit Monitoring Officers would also refer to current bait plans and callouts received to ensure the Trust is managing the requirements of identified pest.

5.3 Helpdesk

This function records all the requests made by staff and on issue of a reference number the data is available should any enquiry be required following any incident.

Please contact 0845 463 0045 – Rydon Help desk
01902 575050 – NHSPS Help Desk for Landlord Premises

5.4 Infection Control

All infestation of Pests are to be reported to Infection Control via Datix Recording System. Pest Control is a standing item discussed by the Infection Control Committee.

6. PEST CONTROL SERVICES

- These are undertaken by a commercial servicing contractor under contract arrangements.
- Catering service supervisor/relevant manager should be aware of the contract terms and specifications and maintain liaison with the Environmental co-ordinator.

- Successful pest control demands specialist knowledge of pests and pesticides.
- All pesticides used by the Trust's pest control contractor will be approved in accordance with The Control of Pesticides Regulations (COPR) 1986 (as amended 1997), be strictly controlled and monitored and fully comply with the requirements of the Control of Substances Hazardous to Health (COSHH) Regulations 2002.

To request pest control services, please phone or email the helpdesk on.....

Also, open inform the IPC team by opening a datix.

7. NOMINATED OFFICER

The Authorised Officer for co-ordinating all pest control within the Trust localities is the Director of Estates, Facilities and Capital Development.

The day to day operations is under the responsibility of the service provider, under contract with the Trust.

The Director of Estates, Facilities and Capital Development will report annually to the Trust Board on all matters of pest control including standards.

8. METHOD OF OPERATION

Records of treatment must be kept and such records must record the nature of the treatment, the dosage used, who carried out the treatment, date and time of treatment, and to whom of the local staff informed that treatment had taken place, and to what instructions had been given to the local staff.

Pest control services are provided by a specialist contractor and any issues or sightings must be reported to the service helpdesk.

In cases of difficulty with rodents the Chief Environmental Health Officers should be consulted and a disinfestations programme agreed. Chief Environmental Health Officers are normally able to provide all the guidance necessary for dealing with pests.

It is essential for all those concerned to appreciate the treatment for pests uses of pesticides, and that pesticides are poison. Successful pest control, demands specialist knowledge of pest and pesticides and, therefore, with the exception of approved aerosol insecticides, pesticides are not to be purchased or used, except by trained and appointed persons.

9. TRAINING

All Nominated Officers for pest control measures will need training in basic pest control procedures and awareness.

All staff that has an involvement with pest control (catering, domestic, works etc) are to attend an annual updating/refresher course on recognition of pests, signs of their infestation, pest control and procedures.

All Food handling staff receives similar training as above in their food hygiene training course.

10. PREVENTION

A system of strategically placed traps which are appropriately identified and recorded will be placed around all Trust premises. The traps will be visited every six weeks and catch recorded. Replacement traps will be re-laid as required. Depending on catch, suitable action will be taken.

Report any sighting or signs of infestations, such as:

- Gnaw marks on doors or woodwork.
- Trails.
- Holes in food containers, boxes, packets.
- Gnawing of electric cables and equipment.
- Droppings.
- Visual live or dead bodies including eggs of insects.
- Smears around pipes and holes indicate rat runs.
- Food must only be stored, consumed and discarded in designated areas to enable the following to be adhered to.
- Always keep food covered and protected from flies.
- Never leave uncovered food in a kitchen overnight. Most pests will only come out at night, keep food in a refrigerator.
- Keep rubbish bins covered and take all rubbish out of the kitchen/food areas at the end of the day.
- Make sure all surfaces are clean, including floors and walls. Dirt and grease can collect in inaccessible areas which the pests can reach easily. Make sure that the corners and backs of units and equipment are also cleaned. Effective cleaning schedules should be in operation.
- Wash up all plates, cutlery and utensils and dry them properly. Never leave dirty plates overnight in the kitchen.
- Inspect deliveries, food stock and premises regularly to make sure there are no signs of pest infestation.
- All food should have a good system of stock rotation.
- All spillages should be cleaned as they happen.
- All food stuff should be placed in a container with tight fitting lids.
- Seal all cracks and crevices in walls, where pipes pass through a wall.
- Put thick metal kick plates at the base of external doors.
- Raise products off the floor using pallets to make nesting of rodents more difficult.
- For flying insects, fine mesh screen should be placed over the opening windows and ventilators.
- Stop any habits of feeding birds and stray animals, particularly cats, by all persons, regardless of weather conditions, and sentiment.

11. CONTROL

Prevention is better than a cure. However, despite the best intentions, infestation may take place. At this stage, physical and chemical control measures need to be taken. The advantage of a physical method is that the pest will be killed in a pre-determined place making the disposal of bodies easier, e.g. mouse traps, electrocution grids. When these methods fail to control the infestation or a large infestation is discovered then chemicals are used.

EQUALITY IMPACT ASSESSMENT

Impact Assessment Tool

| | | | Comments |
|----------|--|------------|--|
| 1 | Briefly describe the policy/decision? | | Guideline for the Control and Prevention of Pest infestation |
| 1.1 | Briefly describe the purpose or objective of the policy/decision? | | To ensure all preventative measures are undertaken at all Trust properties. |
| 1.2 | Does the policy/decision have a legitimate aim? | Yes | Provide the East London NHS Foundation Trust's approach to Pest Control. |
| 1.3 | Is the policy/decision necessary, proportionate and lawful? | Yes | To ensure safe working practices for staff and patients. |
| 2 | Will the policy/decision affect one group or a combination of groups less or more favourably than others on the basis of: Race, Colour, Nationality, Gender, Age, Sexual orientation, Disability, Religion, Language (Disability includes: learning disabilities, physical disability, sensory impairment and mental illness) | No | No Adverse Impact. The policy is designed to be sensitive to the needs of all groups and takes into account Race, Colour, Nationality, Gender, Age, Sexual orientation, Disability, Religion, and Language |
| 2.1 | List or describe the evidence that some groups will be affected differently? | | The policy has been developed in accordance with the NHS guidelines for Pest Control & Treatment. |
| 3 | Will the policy/decision affect or restrict anyone's human rights? (see attached list) | No | The policy has been developed in accordance with the NHS guidelines. |
| 3.1 | If the answer to Q3 is yes, which rights will be affected or restricted? a) absolute right | | The policy will have no direct impact on Human Rights |

| | | | Comments |
|-----|--|--|--|
| | <p>e.g. the right to protection from inhuman & degrading treatment</p> <p>b) limited right</p> <p>e.g. the right to liberty</p> <p>c) qualified right</p> <p>e.g. the right to respect for private and family life; freedom of expression; peaceful enjoyment of property etc;</p> | | |
| 3.2 | Can the policy/decision be achieved without the infringement of human rights? | | The policy will have no direct impact on any of the areas listed. |
| 4 | <p>Will this policy/decision:</p> <p>Reduce or increase waste</p> <p>reduce or increase use of energy</p> <p>Have an impact on the use of transport</p> <p>Create community employment opportunities</p> | | The policy will have no direct impact on any of the areas listed. |
| 5 | What action is to be taken to minimise the impact that the policy/decision will have on equality and diversity and human rights. | | N/A |
| 5.1 | What action is to be taken to minimise the impact that the policy/decision will have on the environment | | N/A |
| 6 | <p>Have you consulted with relevant groups around this policy/decision?</p> <p>Staff members</p> <p>Service Users</p> <p>Carers</p> | | This policy is for distribution to all staff responsible for control and management of an area. Infection Control Committee for comment and input. |

| | | | Comments |
|-----|---|------------|--|
| | Other agencies | | |
| 6.1 | Do you have further plans to consult with the relevant groups | No | |
| 7 | Will the policy/decision be monitored? | Yes | Ongoing monitoring will be in place by Estates & Facilities. |
| 7.1 | Will the policy/decision be reviewed? If yes, when? | Yes | Annually, next review is due in January 2011. |
| 7.2 | Will this policy/decision and this Impact assessment be published? If yes, list when and where this information will be available. | Yes | On the intranet – in the Policies section |

13. Appendix

INDIVIDUAL PESTS

1. Houseflies

Significance

Houseflies can transmit intestinal worms and their eggs are potential vectors of disease such as dysentery, gastro-enteritis, typhoid, cholera and tuberculosis. They will frequent and feed indiscriminately on any liquefiable solid food, putrefying material or food stored for human consumption.

Control

Flies have rapid, prolific breeding habits and high mobility. In order to break the lifecycle, control measures should be directed against larval and adult flies.

Hygiene/Management

Satisfactory hygiene is necessary to limit potential breeding sites and food sources. Entry of flies into buildings can be prevented by 1.12mm mesh fly screen, air curtains, bead screens or self-closing door equipment with rubber seals.

2. Cockroaches Distribution

Cockroaches are common in premises associated with the production or handling of food. Gregarious and nocturnal they spend the day hiding in cracks and crevices around areas such as sinks, drains, cookers, the backs of cupboards and in refrigerator motor compartments. They favour buildings with service ducts and complex plumbing installations which allow them to travel freely.

Significance

Cockroaches are potential vectors of diseases such as dysentery, gastroenteritis, Typhoid and poliomyelitis. Their diet is omnivorous and includes fermenting substances, soiled dressings, hair, leather, parchment, wallpaper, faeces and food for human consumption. The latter may be contaminated either by the mechanical transfer of causative agents of disease from the insect's body, or by transmission in the faeces.

Control

Monitoring and control is essential although successful control of cockroaches is a complex subject, and depends very much upon tailoring control measures to the species concerned. Infestations can be difficult to control as cockroach eggs are poorly penetrated by insecticides. Consequently surveillance of the area by the pest control contractor may need to be prolonged.

Hygiene/Management

A high standard of hygiene will deny sources of food and hiding places.

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3. Ants

(a) Black Ants

Foraging worker ants cause a nuisance as they travel widely in search of food, following well-defined trails and clustering around the food source. Sweet foods are preferred. They are obviously an unpleasant sight and may damage

(b) Pharaoh's Ants

These 2mm omnivorous light brown ants are half the size of the black ants. They are unable to breed without artificial heat, are very persistent and pose a serious cross infection risk in

hospitals. The ants may be found in wall cavities, heating pipes, behind sinks and ovens and therefore in laundry, linen rooms, clinical and Residential areas. They are particularly attracted to sweet or light protein.

Hygiene/Management

Although frequently inaccessible and difficult to destroy, ants' nests must be eradicated. If infestation is to be successfully controlled, hormone treatment is required which Causes sterilisation in the female of the species.

4. Wasps

Wasp stings cause pain and distress. Some individuals are particularly sensitive. Wasp nests are only used for one season, so it may be possible to put up with the problem temporarily. They are often found in cavities in brickwork, in air bricks and roof vents. The nest can be treated by the Trust's pest control contractor; such work may be best carried out in the evening or weekend as poisoned stupefied wasps can cause problems. Particular attention should be paid to areas around rubbish bins that should be kept in a hygienic condition.

5. Other Insect Pests

There are many other insect pests that occur sporadically in hospitals. The most Common being various species of fly's, crickets, silverfish and the dry store Insects and mites which can be found infesting dried foods such as flour Weevils and maggots.

6. Mice and Rats

These are the vertebrates with greatest potential for damage to food stocks and building fabric in the Trust. Modern rodenticides are extremely efficient in the eradication To mice and rats from hospitals. The Trust will notify the relevant local authority of any infestation of its land or buildings by rats and mice in "substantial numbers" as required by the Prevention of Damage by Pests Act 1949. Rodents have been known to gnaw through electric cables and cause fires. All sightings and other evidence of their presence should be reported to the Nominated Officer.