



NAM-SOFT-CLEA_CORE_002_S_HAND WASHING

Segment	CORE
SOP or Method	SOP
Category	General
Version	1/3/0/0

<p>#.1</p> <p>Description</p>	<p>This Standard Operating Procedure (SOP) explains the Sodexo Hand Washing technique.</p> <p>This SOP is generic and should be adapted, as appropriate, to take account of the specific risks associated with the work to be performed as well as local regulations and guidelines.</p>
<p>#.2</p> <p>Health and Safety</p> 	<ul style="list-style-type: none">• Wash your hands:<ul style="list-style-type: none">• Before beginning and ending your shift.• Before and after eating.• After smoking.• After using the restroom.• After handling waste materials.• After completing each different phase of your work assignment.
<p>#.3</p> <p>Before Starting</p>	<ul style="list-style-type: none">• Washing your hands and wearing protective gloves are mandatory. Gloves help protect the skin from chemicals and reduce the risk of transmission of infection.• To safeguard yourself and others, it is important to develop the habit of frequent hand washing.
<p>#.4</p> <p>Equipment and Materials</p> 	<ul style="list-style-type: none">• Hand soap, preferably concentrated and/or ecologically certified, where available, diluted according to manufacturer's recommendations.• Drying supplies.

#.5

Procedure

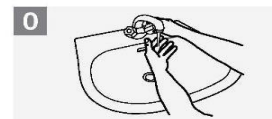
Follow the World Health Organization method:

- Duration of procedure: 40 to 60 seconds.
 - Wet hands with water
1. Apply enough soap to cover all hand surfaces.
 2. Palm to Palm.
 3. Right palm over back of left hand, fingers interlocked and vice a versa.
 4. Palm to Palm fingers interlaced.
 5. Back of fingers to opposing palm with fingers interlaced.
 6. Rotational rubbing of left thumb clasped over right palm and vice a versa.
 7. Rotational rubbing backwards and forwards with clasped fingers of right hand in left palm and vice a versa.
 8. Rinse hands with water.
 9. Dry hands thoroughly with single-use towel
 10. Use towel to turn off faucet.
 11. Hands are now clean.

How to Handwash?

WASH HANDS WHEN VISIBLY SOILED! OTHERWISE, USE HANDRUB

 Duration of the entire procedure: 40-60 seconds



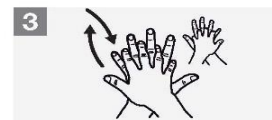
0 Wet hands with water;



1 Apply enough soap to cover all hand surfaces;



2 Rub hands palm to palm;



3 Right palm over left dorsum with interlaced fingers and vice versa;



4 Palm to palm with fingers interlaced;



5 Backs of fingers to opposing palms with fingers interlocked;



6 Rotational rubbing of left thumb clasped in right palm and vice versa;



7 Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;



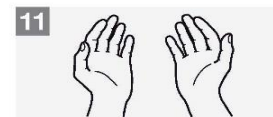
8 Rinse hands with water;



9 Dry hands thoroughly with a single use towel;



10 Use towel to turn off faucet;



11 Your hands are now safe.



World Health Organization

Patient Safety
A World Alliance for Safer Health Care

SAVE LIVES
Clean Your Hands

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May 2020

- Always ensure hands are dry before donning gloves and/or before beginning next task.

Hand Sanitizer

- Hand sanitizers can be used when hands are not visibly dirty.
- Do not use hand sanitizer when cleaning *Clostridium difficile* areas as the organism is not killed by the sanitizer.

How to apply hand sanitizer:

1. Apply a palmful of the product in a cupped hand, covering all surfaces.
2. Rub the product over all surfaces of hands (front and back) following the procedure outlined above in the World Health Organization hand washing method.

- Always ensure hands are dry before donning gloves and/or before beginning next task.

#.6

**The Final
Check**

