

	POLICIES & PROCEDURES Number: 20-95 Title: Respiratory Hygiene and Cough Etiquette
Authorization: [4] SHR Infection Prevention & Control Committee [] Facility Board of Directors	Source: Infection Prevention & Control Date Initiated: February 28,2008 Date Reaffirmed: Date Revised: Scope: SHR Agencies & Affiliates

Introduction

Respiratory Hygiene and Cough Etiquette are interventions to reduce the risk of transmission of micro-organisms from patient to patient, patient to health worker and health care worker to patients. Respiratory illnesses like influenza are caused by a virus that infects the nose, throat and lungs. Respiratory illness spreads from person to person when an infected person coughs or sneezes and droplets are deposited on another person or the environment.

Policy

1. Respiratory Hygiene and Cough Etiquette shall be implemented at first point of contact or recognition of any patient or staff member displaying respiratory symptoms such as, coughing, sneezing, congestion, rhinorrhea, or increased secretions.
2. Patients and accompanying family members and friends with undiagnosed transmissible respiratory infections will practice Respiratory Hygiene and Cough Etiquette.
3. Staff will instruct patients and visitors on the respiratory hygiene and cough etiquette procedure.

Purpose

1. To use Respiratory Hygiene/Cough Etiquette as a new component of Standard Precautions.
2. To increase Respiratory Hygiene and Cough Etiquette practices to reduce the risk of transmission of micro-organisms from undiagnosed transmissible respiratory infections, asthma, chronic obstructive lung disease, and allergic rhinitis.

Procedure

1. Use droplet precautions (Policy 30-30) for coughing and sneezing patients, until it is determined that the cause of symptoms is not an infectious agent.
2. Place patient in a single room, if available. In ambulatory settings encourage coughing patients to sit at least 1 meter away from others.
3. Wear a mask and eye protection when evaluating patients with respiratory symptoms and providing direct patient care. Remove mask by avoiding touching the front and inadvertently contaminating hands and subsequently the face.

Number: 20-95
Title: Respiratory Hygiene and Cough Etiquette

4. Provide a mask to patients with symptoms of respiratory symptoms, if not medically contraindicated, when outside assigned room or designated examination area. Provide mask application, removal and disposal information. Provide tissues and instructions on their use and disposal when coughing, sneezing, or controlling respiratory secretions.
5. Respiratory Hygiene Cough Etiquette Instructions
 - Cover mouth and nose when sneezing, by using either a tissue or the sleeve of clothing.
 - Dispose of the used tissue in the nearest waste receptacle.
 - Perform hand hygiene by washing hands with soap and water or using alcohol hand sanitizer.
 - Triage coughing individuals out of common waiting area as soon as possible.

References:

1. Saskatoon Health Region, Infection Prevention and Control (2008) *Respiratory Hygiene and Cough Etiquette* Fact sheet
2. Siegel, JD, Rhinehart E., Jackson, M, Chiarello, L, and the Healthcare Infection Control Practices Advisory Committee (2007) Guideline for Isolation Precautions: Preventing Transmission of Infectious Agents in Healthcare Settings. (p.67-68). Retrieved: January 25, 2008 <http://www.cdc.gov/ncidod/dhqp/pdf/isolation2007.pdf>
3. Association for Professionals in Infection Control and Epidemiology, Inc (2005). *Respiratory Etiquette: An important cultural change* brochure.
4. The Society for Healthcare Epidemiology of America (2004). *Practical Handbook for Healthcare Epidemiologists*. (2nd ed) Edited by: Lautenbach, Eb. & Woeltje, K., Thorofare, New Jersey: Slack incorporated. (p. 283)