


2410 LINEN	
Chapter: Sununu Youth Services Center	Section: Sanitation and Hygiene
	New Hampshire Division for Children, Youth and Families Policy Manual Policy Directive: _____ Approved: _____ Effective Date: January 1, 2009 Scheduled Review Date: January 1, 2011 _____ <small>William W. Fenniman, DJJS Director</small>
	Related Statute(s): RSA 621 , and RSA 621-A Related Admin Rule(s): _____ Related Federal Regulation(s): _____

All linen shall be handled as if potentially contaminated.

Purpose

The purpose of this policy is to establish the SYSC linen procedure.

Policy

- I. Linen Inspection: All linen shall be inspected for non-linen items (i.e., sharps, medical equipment, formed stool) by nursing or residential staff prior to placing in hampers. Soiled areas shall be folded toward the inside of the bundle.
- II. Linen Exchange: Linen exchange, including towels, shall be done at least weekly. Blankets shall be exchanged at least quarterly.
- III. Soiled Linen: Soiled linen shall be handled as little as possible and with a minimum of agitation and placed in appropriate colored bags in the following manner:
 - A. Linen that is soiled with any blood, stool, or other body fluids shall be placed in a red, leak-proof laundry bag at its location of use and labeled.
 - B. Linen is to be placed in cloth bags, which hang from hampers.
 - C. Cloth linen bags shall be replaced when full.
- IV. Laundry Personnel: Laundry personnel handling dirty linen bags shall wear gloves. Since all laundry is handled as if it were contaminated, additional precautions are rarely necessary for the resident on isolation precautions.
- V. Physical Education Linen: Appropriate clothing will be issued to residents participating in physical education classes in the following manner.
 - A. At the beginning of each class, residents participating in physical education classes will be issued appropriate clothing (PE clothes) by the Physical Education Teacher.
 - B. At the end of each class, the resident shall place his/her PE clothes and soiled towel in the appropriate hamper provided for that purpose.

- C. The staff assigned to the Laundry shall check daily with the Physical Education Teachers to determine if PE clothing and/or towels need to be picked up and laundered.
- D. Clean PE clothing and towels will be delivered to the Physical Education Teachers in a hamper.
- E. The Physical Education Teachers are responsible for removing, sorting, folding, and storing the clean PE clothing and towels.