



<b>Section</b>	Psychiatric Health Facility (PHF)	<b>Effective:</b>	2007
<b>Sub-section</b>			
<b>Policy</b>	Linen/Laundry Policy	<b>Last Revised:</b>	2014
<b>Policy #</b>	112		1-17
<b>Director's Approval</b>	_____	<b>Date</b>	_____
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<b>PHF Medical Director's Approval</b>	_____	<b>Date</b>	_____
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<b>Supersedes:</b>	PHF Medical Practice Committee Approved Date:	<b>Audit Date:</b>	

## 1. PURPOSE/SCOPE

- 1.1. Patient linens are a potential means of cross contamination between patients, Health Care Workers and the environment. This policy describes the process for managing linens on the Psychiatric Healthcare Facility patient care unit.
- 1.2. Laundering of the linens is done by county contract with a Commercial Laundry Contractor.

## 2. DEFINITIONS

The following terms are limited to the purposes of this policy:

Patient Care Linen Set = One fitted sheet, one flat sheet, one blanket, one pillow slip, one wash cloth and one towel.

## 3. POLICY

- 3.1 Linens used on the Psychiatric Healthcare Facility will have been cleaned, handled and transported according to federal (Centers for Medicare Services), state (Title 22 Licensing and Certification California Code of Regulations) and local regulations. In addition, adherence to guidelines and standards set forth by the Healthcare Laundry Accreditation Council and the Association for Professionals in Infection Prevention and Epidemiology (APIC) is required.
- 3.2 The management of the transport and cleaning of the Psychiatric Healthcare Facility linens will be accomplished by a Commercial Laundry Contractor. The linens are transported in bags, wrapping and carts provided by the contractor.

#### **4. PROCEDURE**

Using Standard Precautions, handle all linens as contaminated.

4.1. Patient's linens are changed twice a week or more often as necessary. The patient may change their own linens if they prefer.

##### **1. Soiled/Used Linens**

- a. Used linens are placed in the laundry bags in the laundry closet.
- b. The laundry hamper bag is considered full when the laundry is two thirds full and there is adequate space to securely close the top of the bag.
- c. Laundry bags are not filled to the top or overflowing.
- d. Use only laundry bags provided by the commercial laundry contractor.

##### **2. Clean Linens**

- a. Clean linen is stored in the clean linen closet. Never used, clean pillows may also be stored in the clean linen closet.
- b. Once clean linen has been removed from the closet it is never returned to the clean linen closet.
- c. Clean linen will be free of holes and tears, in good repair and usable.

##### **3. Linen Supply**

- a. The Commercial Laundry Contractor will service the Psychiatric Facility twice a week. Emergency service is available by calling the Contracted Service.
- b. The Commercial Laundry Contractor will maintain a par level of three sets per patient (Minimum of 48 sets at any given time).

#### **ASSISTANCE**

#### **REFERENCE**

Healthcare Laundry Accreditation Council (HLAC)

Association for Professionals in Infection Prevention and Epidemiology (APIC)

Centers for Medicare Services (CMS), Conditions of Participation 42 CFR Part 482

California Code of Regulations Title 22, Division 5, Chapter 9

#### **ATTACHMENTS**

#### **RELATED POLICIES**

**REVISION RECORD**

DATE	VERSION	REVISION DESCRIPTION

**Culturally and Linguistically Competent Policies**

*The Department of Behavioral Wellness is committed to the tenets of cultural competency and understands that culturally and linguistically appropriate services are respectful of and responsive to the health beliefs, practices and needs of diverse individuals. All policies and procedures are intended to reflect the integration of diversity and cultural literacy throughout the Department. To the fullest extent possible, information, services and treatments will be provided (in verbal and/or written form) in the individual’s preferred language or mode of communication (i.e. assistive devices for blind/deaf).*