

The Newcastle upon Tyne Hospitals NHS Foundation Trust

Pest Control Policy

Effective: February 2011

Review: February 2013

1. Introduction

- 1.1 This policy relates to the provision of a full pest control service to all premises within Newcastle Upon Tyne Hospitals NHS Foundation Trust.
- 1.2 Pests encountered in hospitals are not specific disease carriers. However, many of these pests have the ability to carry in their gut or on their bodies any of the bacteria present in the environment in which they live. Whilst it is, therefore, desirable to create a pest free environment, the resilience of certain common pests and their ability to survive make this a difficult task.

2. Objectives

- 2.1 This policy will ensure that:-
 - 2.1.1 Planned regular investigations take place in all premises to assess levels of infestation.
 - 2.1.2 A schedule of treatments with appropriate insecticide/rodenticide is carried out.
 - 2.1.3 All reported sightings of pests are investigated promptly and appropriate action taken.
 - 2.1.4 Planned monitoring following infestation assessment and action as a result of "user" complaints takes place.
 - 2.1.5 Detailed records are maintained and available for inspection at all times of all scheduled work, "user" complaints and restorative action taken including category and quantity of rodenticide/insecticide used.

3. Nominated Persons

- 3.1 The Authorised Officer
Estates Manager (Operations Building)
- 3.2 Helpdesk
Helpdesk staff on duty during normal working hours.
- 3.3 Contractor

The contractor means the person who by the contract undertakes to supply the services to the Trust. Where the contractor is an individual or partnership the expression shall include the personal representatives of that individual or of the partners.

4. Duties

4.1 The Authorised Officer

- 4.1.1 Ensure all necessary information regarding pest control is cascaded to relevant staff.
- 4.1.2 Assess the contractors written reports and to note the action taken to combat pest infestation since the Contractors last report.
- 4.1.3 Consult with Infection Prevention and Control and the Health and Safety Advisor before permitting the use of any pesticides other than the approved pesticides as stated in Tables 8.1.1 and 8.1.2
- 4.1.4 Initiate and support any remedial building work requires for pest prevention and control.

4.2 Helpdesk staff

- 4.2.1 Receive reports of sightings of pests or evidence of their existence.
- 4.2.2 Enter details of caller, type of pest, location and time onto the Jobseeker system.
- 4.2.3 Report the call to the contractor, Ecolab.
- 4.2.4 Print out and file Jobseeker details. The Jobseeker forms are filed in the appropriate hospital files which are kept in the Helpdesk office.
- 4.2.5 After the contractor, Ecolab, have attended, the Helpdesk staff file the contractors service report with the Jobseeker form

4.3 The Contractor

The Contractor shall:

- 4.3.1 rid the locations of pests as specified in the 'Contract for the Provision of pest Control Services', using only approved pesticides as stated in Tables 8.1.1 and 8.1.2.
- 4.3.2 thereafter maintain the locations to the standard achieved in 4.3.1.
- 4.3.3 respond to unscheduled call-out requests to effectively rid the locations of further pests.

- 4.3.4 supply all the goods to carry out the services; ensure that the goods are kept safe and clearly labelled; remove all superfluous goods on completion of each treatment.
- 4.3.5 notify the Authorised Officer of its intention to use smoke, dust or fog-forming formulations giving the intended time and place of use.
- 4.3.6 obtain permission in writing from the Authorised Officer before using any pesticide other than the approved pesticides as stated in Tables 8.1.1 and 8.1.2
- 4.3.7 provide a service report detailing
- the date and time of the visit
 - the type of visit i.e. routine, call out or follow-up
 - the locations inspected and/or treated
 - evidence of pests
 - the type of products used including trade name, active ingredient, HSE reference number and quantity
 - any proofing, housekeeping, or hygiene recommendations to eliminate causes of infestation
 - any precautions necessary to be observed by trust staff as a result of action taken by the contractor
 - Service Specialist signature

5. Reporting

- 5.1 All sightings of pests or evidence of their existence should be reported at the earliest opportunity.
- 5.2 During normal working hours, all requests for service will be communicated to the Trust's Estates Helpdesk, telephone number 21000.
- 5.3 Outside of normal working hours report to the On-Call Builder.
- 5.4 When reporting the information required will include:
- The location, i.e. hospital, ward, department, clinic etc
 - Precise location, i.e. bathroom, office etc
 - The type of pest, if known
 - Possible numbers and the frequency of sighting
 - The name of the person reporting
 - The date and time of sighting

5.5 The contractor is notified of the sighting report. The contractor shall send suitable service personnel to carry out emergency treatments within 24 hours of the request.

6. Basic Pest Prevention and Control Measures

- Food should be covered or stored in airtight pest proof containers
- Spillages should be promptly removed
- Waste should be stored in a manner suitable to prevent access by pests
- Where waste food is concerned, plastic bin liners should always be used;
- Waste containers should be cleaned regularly to prevent a build-up of soil which may prove attractive to flies;
- Accumulation of static/stagnant water should be avoided
- Buildings should be of sound structure and well maintained. Drains should be covered; leaking pipe work repaired and damaged surfaces made good. Defects should be reported to the Trust's Estates Department Helpdesk service.
- Cracks in plaster and woodwork, unsealed areas around pipe work, damaged tiles, badly fitted equipment and kitchen unit are all likely to provide excellent harbourage and should be maintained in a suitable condition
- Where fitted fly screens should always be closed when windows are open
- Doors to food preparation areas should be kept closed
- Food kept in ward beverage bays should be regularly checked and discarded if out of date.
- Treatment with insecticides and rodenticides alone is seldom sufficient; attention must be paid to good hygiene and structure maintenance.

7. Pest Groups

- Group 1: Rodents
Common rat (*Rattus Norvegicus*)
Ship rat (*Rattus Rattus*)
House mouse (*Mus Domesticus*)
- Group 2: Crawling Insects
All species of cockroach (*Blattaria*)
House Cricket (*Acheta domesticus*)
- Group 3: Exotic Ants
Pharaoh's ant (*Monomorium Pharaonis*)

There is obviously a potential for the presence of other pests. Whilst the section deals with the identification of the most common pests to be found in the Trust's premises, all staff should be vigilant and report sightings of any pests. Although not always possible, it would be of advantage to catch and retain specimens – this applies to insects in particular.

8. List of Approved Pesticides

This section lists the pesticides products that may be used by the contractor. They have been approved by the Health and Safety Executive under the Control of Pesticides Regulations.

Table 8.1 General Purpose Rodenticides

Trade Name	Active Ingredient	Clearance
Solo Blox	Brodifacoum 0.005%	HSE 7038
Klerat	Brodifacoum 0.005%	HSE 6703
Contra Blox	Bromadiolone 0.005%	HSE 6718
Roban Okta Blok	Difenacoum 0.005%	HSE 7474
Paragon Difenacoum Bait	Difenacoum 0.005%	HSE 8200
Roban Contact Gel	Difenacoum 0.1%	HSE 8378
Deadline Contact Dust	Bromadiolone 0.15%	HSE 6722
Roban Pasta Bait	Difenacoum 0.005%	HSE 8116
Sakarar D Wax Bait	Difenacoum 0.005%	HSE 7489
Roban Concentrate	Difenacoum 0.25%	HSE 7452

Table 8.2 General Purpose Insecticides

Trade Name	Active Ingredient	Clearance
EcoAlpha	Alpha-cypermethrin 5% Tetramethrin 5%	HSE 7860
Ficam W	Bendiocarb 80%	HSE 5390
Aquapy	Synergised Pyrethrins	HSE 5799
Ficam D	Bendiocarb 1%	HSE 4829
Dia-secticide	Diatomaceous Earth Diatomite	Exempt
Digrain Ant Gel	Permethrin 0.5%	HSE 7621
Maxforce White IC	Imidacloprid 2.15%	HSE 8320
Digrain Control	Tetramethrin 0.24% Permethrin 0.25%	HSE 7493
Digrain One Shot	Permethrin 1.46	HSE 7711
Sorex Wasp Nest Destroyer Mkii	Tetramethrin 0.05%	HSE 8275

9. Monitoring

The following indicators will be monitored by the Authorised Officer

- The number of reported infestations within The Newcastle upon Tyne Hospitals NHS Foundation Trust premises.
- The number of reported sightings dealt with within 24 hours.
- The number of actions taken as a result of non-compliance within the basic control measures.

10. References

- 10.1 The Newcastle upon Tyne Hospitals NHS Trust Contract for the Provision of Pest Control Services 1 April 2006 to 31 March 2011.
- 10.2 The Health and Safety Executive Biocides and Pesticides web site.

THE NEWCASTLE UPON TYNE HOSPITALS NHS FOUNDATION TRUST
IMPACT ASSESSMENT – SCREENING FORM A

This form must be completed and attached to any procedural document when submitted to the appropriate committee for consideration and approval.

Policy Title:	Pest Control Policy	Policy Author:	Dee Cook / Michael Bell
		Yes/No?	You must provide evidence to support your response:
1.	Does the policy/guidance affect one group less or more favourably than another on the basis of the following: (* denotes protected characteristics under the Equality Act 2010)	No	
	• Race *	No	
	• Ethnic origins (including gypsies and travellers)	No	
	• Nationality	No	
	• Gender *	No	
	• Culture	No	
	• Religion or belief *	No	
	• Sexual orientation including lesbian, gay and bisexual people *	No	
	• Age *	No	
	• Disability – learning difficulties, physical disability, sensory impairment and mental health problems *	No	
	• Gender reassignment *	No	
	• Marriage and civil partnership *	No	
2.	Is there any evidence that some groups are affected differently?	No	
3.	If you have identified potential discrimination which can include associative discrimination i.e. direct discrimination against someone because they associate with another person who possesses a protected characteristic, are any exceptions valid, legal and/or justifiable?	No	
4(a).	Is the impact of the policy/guidance likely to be negative? (If “yes”, please answer sections 4(b) to 4(d)).	No	
4(b).	If so can the impact be avoided?	N/A	
4(c).	What alternatives are there to achieving the policy/guidance without the impact?	N/A	
4(d).	Can we reduce the impact by taking different action?	No	

Comments:	Action Plan due (or Not Applicable): N/A
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Name and Designation of Person responsible for completion of this form: Robert Sanderson

Date: 14th March 2011

Names & Designations of those involved in the impact assessment screening process: Rob Sanderson, Chief Building Officer.....

(If any reader of this procedural document identifies a potential discriminatory impact that has not been identified on this form, please refer to the Policy Author identified above, together with any suggestions for the actions required to avoid/reduce this impact.)

For advice on answering the above questions please contact Frances Blackburn, Head of Nursing, Freeman/Walkergate, or, Christine Holland, Senior HR Manager. On completion this form must be forwarded electronically to Steven Stoker, Clinical Effectiveness Manager, (Ext. 24963) steven.stoker@nuth.nhs.uk together with the procedural document. If you have identified a potential discriminatory impact of this procedural document, please ensure that you arrange for a full consultation, with relevant stakeholders, to complete a Full Impact Assessment (Form B) and to develop an Action Plan to avoid/reduce this impact; both Form B and the Action Plan should also be sent electronically to Steven Stoker within six weeks of the completion of this form.