



## Infection Control Plan for Satellite Cat Adoption Facilities

Name of business or facility: \_\_\_\_\_

### Purpose of an infection control plan:

A good infection control plan is an important tool to prevent the spread of infections from cats to people (zoonotic infections) and between cats. The King County Board of Health (BOH) requires infection control plans for cat adoption facilities. The Public Health inspector will review your plan at your annual inspection. See BOH Code Title 8, Chapter 8.03 at: [www.kingcounty.gov/depts/health/board-of-health/code](http://www.kingcounty.gov/depts/health/board-of-health/code).

### How to use your infection control plan:

- Use the plan to train employees/volunteers and guide daily operations
- Post the plan in a place where it is easily visible to staff
- Use a weekly check list to assign cleaning tasks to staff and have them check off completed tasks
- Provide all necessary supplies and equipment
- Review the plan with employees/volunteers at the time of hire and annually
- Update the plan as needed

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## IMPORTANT RESOURCES FOR DISEASE PREVENTION

### Public Health Pet Business Program:

Contact Public Health with questions about infection control, diseases, or emergency closures and to request educational materials; or if you are relocating or opening a new facility.

- Leah Helms, Health & Environmental Investigator, 206-263-8450, [leah.helms@kingcounty.gov](mailto:leah.helms@kingcounty.gov)
- Garrett Turner, Health & Environmental Investigator, 206-263-1877, [garrett.turner@kingcounty.gov](mailto:garrett.turner@kingcounty.gov)
- Beth Lipton DVM MPH CPH, Public Health Veterinarian, 206-263-8454, [beth.lipton@kingcounty.gov](mailto:beth.lipton@kingcounty.gov)
- Pet Business Program: [www.kingcounty.gov/petbusiness](http://www.kingcounty.gov/petbusiness)
- Zoonotic Disease Program: [www.kingcounty.gov/zoonotic](http://www.kingcounty.gov/zoonotic)

## HAND HYGIENE

*Hand hygiene is the single most important step in preventing the spread of germs.*

### When to clean your hands:

- When you arrive at work
- Before and after handling animals
- After completing cleaning tasks
- After removing gloves
- Before eating, drinking, smoking or breaks
- After using the bathroom
- Right before leaving work

### How to wash your hands:

- Remove jewelry
- Wash hands and pay attention to finger tips, between fingers, backs of the hands and base of the thumbs
- Wash for 20 seconds – sing “Happy Birthday” twice

### How to use hand sanitizer:

- Apply to visibly clean hands (wash dirty hands first)
- Apply squirt of hand sanitizer to palm and spread over all surfaces and rub for 20 seconds
- Use a sanitizer with at least 60% alcohol

*Adoption facilities that allow customers to handle cats must provide hand washing facilities, disinfectant hand wipes, or hand sanitizer.*

**PERSONAL PROTECTIVE EQUIPMENT (PPE)**  
*PPE prevents cat germs from infecting you and others.*

**Wear gloves when:**

- Touching cat saliva, urine, feces or blood
- Handling ill cats or cats with skin problems
- Cleaning cages, surfaces, and soiled equipment
- Handling dirty bedding

**How to wear gloves:**

- Use disposable gloves & throw away after use
- Wash hands after removing gloves
- Avoid touching surfaces and items that will be touched by people with bare hands

**Wear surgical or dust masks when:**

- Dumping kitty litter

**Wear smocks/scrubs/aprons when:**

- Your clothing may touch a cat
- Gathering up dirty bedding
- Cleaning cages and contact surfaces

**How to use smocks/scrubs/aprons:**

- Put on clean work clothes each day
- Remove before going home
- Keep used work clothes separate from other clothes until laundered

**CLEANING AND DISINFECTING**

*List all products used for cleaning and disinfection at your facility.*

- Prepare & store solutions according to label directions
- Label spray bottles and mop buckets with the product name and dilution ratio
- Make up fresh solutions as often as directed by the label, or more frequently if solution becomes visibly dirty
- Bleach solutions should be prepared daily using cold water
- Keep a Materials & Safety Data Sheet (MSDS or SDS) for each chemical you use

***Preparing bleach (8.25%) solutions – examples***

*Bleach solution for a 24 oz. spray bottle:  
Add 1 Tbs. of bleach to a 24 oz. of cold water  
Label spray bottle: **Bleach and 1:51 dilution ratio***

*Bleach solution for a 2 gallon bucket:  
Add 5 oz. of bleach to 2 gallons of cold water  
Label spray bottle: **Bleach and 1:51 dilution ratio***

PRODUCT NAME: \_\_\_\_\_ USED FOR: \_\_\_\_\_ DILUTION RATIO: \_\_\_\_\_ : \_\_\_\_\_

**How to mix it:**

PRODUCT NAME: \_\_\_\_\_ USED FOR: \_\_\_\_\_ DILUTION RATIO: \_\_\_\_\_ : \_\_\_\_\_

**How to mix it:**

**KEEPING CATS AND STAFF HEALTHY**

**First aid for bite wounds and scratches:**

- Promptly rinse with lots of water and wash with soap and water for 3 to 5 minutes
- Apply pressure with a clean, dry towel and raise the area if bleeding
- Apply a sterile bandage to the wound
- See a healthcare provider for bites- they often get infected
- Monitor all bites and scratches closely; seek medical care immediately if any redness, swelling or pain occurs at the site
- Notify the person-in-charge immediately

- A cat that has bitten a person must be removed from public display and observed for 10 days for signs of rabies
- Keep a record of bites to people & other cats
- Your animal control agency and phone number: \_\_\_\_\_

**Cat health issues:**

- Cats 4 months and older must be currently vaccinated for rabies
- Cats should be de-wormed before adoption
- Contact your veterinarian if cats are sick
- Isolate sick cats in a designated isolation area

## INFECTION CONTROL CHECK LIST FOR CAT ADOPTION FACILITIES

TASK	WHEN	PROCEDURE
<b><i>Cat Cages - Spot Cleaning</i></b>		
Use standard cleaning procedures for cages that are occupied by the same cat and are not very dirty	Daily	<input type="checkbox"/> Put on gloves and smock/apron <input type="checkbox"/> Clean food and water dishes if dirty (see below) <input type="checkbox"/> Clean litter pans (see below) <input type="checkbox"/> Wash bedding/toys if soiled (see below) <input type="checkbox"/> Use clean paper towels for spilled food or waste <input type="checkbox"/> Wipe all surfaces with clean rag/paper towel dipped in clean water <input type="checkbox"/> Clean and disinfect the cage surfaces where customers touch them
<b><i>Cat Cages – Cleaning &amp; Disinfecting</i></b>		
Use standard cleaning and disinfection procedures for cages	Between cats or when dirty	<input type="checkbox"/> Put on gloves and smock/apron <input type="checkbox"/> Remove cat and all items from cage <input type="checkbox"/> Clean litter pans, bedding/toys, and food and water dishes (see below) <input type="checkbox"/> Use clean paper towels for spilled food or waste <input type="checkbox"/> Use soap or detergent with hot water and a scrub brush or clean rag for cleaning <input type="checkbox"/> Rinse/wipe surfaces with clean water and dry <input type="checkbox"/> Disinfect the cage <i>Allow disinfectant to sit for the recommended time</i>
<b><i>Litter Pans</i></b>		
Litter pans (If disposable, simply empty litter and pan directly into garbage and use a new pan)	Daily  Between cats or when dirty	<input type="checkbox"/> Put on gloves and smock/apron <input type="checkbox"/> Scoop feces from pan on a daily basis  <input type="checkbox"/> Put on gloves, smock/apron and face mask <input type="checkbox"/> Gently dump litter from pan directly into garbage <input type="checkbox"/> If dusty, carefully wet litter w/disinfectant first <input type="checkbox"/> Clean the pan with soap or detergent and hot water using a scrub brush or a clean rag <input type="checkbox"/> Rinse with clean water and dry <input type="checkbox"/> Disinfect the pan; allow disinfectant to air dry
<b><i>Bedding, Dishes, &amp; Toys</i></b>		
Bedding- towels, cat beds, blankets  Dishes and cat toys	Between cats or when dirty	<input type="checkbox"/> Wash dirty bedding and fabric toys in washer, dry in hot dryer <input type="checkbox"/> Clean dishes and plastic toys in dishwasher or with soap and hot water & air dry
Cat trees and scratching posts	Daily  Between cats	<input type="checkbox"/> Vacuum to remove hair and debris when visibly dirty <input type="checkbox"/> Clean between groups of cats with a hot steam cleaner or spray with a disinfectant and allow for the recommended contact time <input type="checkbox"/> Discard if used by a cat with ringworm
<b><i>General Cleaning</i></b>		
Sinks	Daily	<input type="checkbox"/> Clean and disinfect food prep area and sinks
Floors and walls	Daily	<input type="checkbox"/> Vacuum or sweep up hair <input type="checkbox"/> Clean floors with a disinfectant at the end of each day