

CHARLENE'S ANGELS BED BUGS, LICE, AND SCABIES POLICY

Purpose

To establish required procedures for identifying, reporting, and resolving bed bug activity to maintain a safe and sanitary environment.

Scope

Applies to all participants, staff, volunteers, contractors, and visitors in any program area, including transportation, community-based settings, and facility-based services.

Definitions

- **Bed Bug:** Insects found in bedding, furniture, clothing, or personal items.
- **Lice:** Parasitic insects found on hair or clothing.
- **Scabies:** Skin infestation caused by mites
- **Infestation:** Confirmed presence of infectious parasites or physical evidence.
- **Suspected Activity:** Report or observation of bites, itching, or possible bed bug evidence without confirmation.

Reporting Requirement

If a participant or staff member has or comes in contact with bed bugs, lice, or scabies, they must notify Charlene's Angels Director immediately.

Immediate Safety Actions

Participants are removed from shared program areas. Personal items are bagged and isolated. Staff use gloves when handling suspected items.

Inspection and Verification

Leadership arranges inspection by a licensed pest control or medical professional. Staff do not diagnose or treat infestations.

Return-to-Program Requirements

Charlene's Angels requires different return procedures depending on the type of infectious parasite identified.

Bed Bugs

The participant must stay home until Charlene's Angels receives official documentation stating that there is no longer any presence of bed bugs.

Acceptable documentation includes:

- An inspection report showing no active infestation
- A treatment completion notice with final clearance
- A written statement on company letterhead confirming the home is free of bed bugs

Documentation must be issued by a licensed pest control or medical provider, dated within the last fourteen days, and submitted to the Director for review. After review and approval, the participant may return to the facility.

Lice and Scabies

Lice and scabies may be treated through approved medical or over-the-counter interventions. Participants must complete all required treatment, and documentation must confirm that the participant is no longer showing symptoms and is no longer contagious.

Acceptable documentation includes:

- A medical provider's note confirming treatment and clearance
- Proof of completed treatment using an approved lice or scabies product
- A written statement from the guardian or participant confirming that treatment was completed and no symptoms (itching, active lice, visible rash, or mites) are present

Documentation

Records of reports, inspection results, treatment documentation, and clearance verification are maintained according to organizational policy.

Training

Staff receive training in identification, reporting, and response procedures.

Non-Discrimination

Participants are not blamed, penalized, or treated differently due to suspected or confirmed infestation.