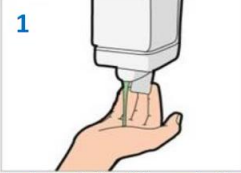


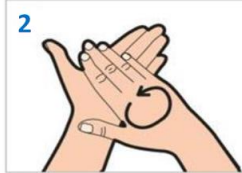
الدليل الإرشادي لكيفية غسل اليدين بالماء والصابون – فرك اليدين بالمطهر الكحولي

كيف تفرك يديك بالمطهر الكحولي؟

How to **Hand rub**?



Apply a palmful of the product in a cupped hand, covering all surfaces
ضع قدرا من المطهر الكحولي يكفي لتنظيف سطح اليد بأكمله



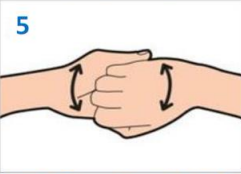
Rub hands palm to palm
افرك راحتي يديك ببعضهما



Right palm over left dorsum with interlaced fingers and vice versa
افرك ظهر اليد اليسرى براحة اليد اليمنى مشبكاً بين أصابعك (والعكس)



Palm to palm with fingers interlaced
افرك راحتي يديك ببعضهما مشبكاً بين أصابعك



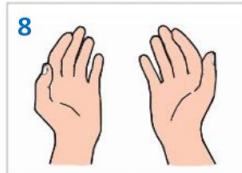
Backs of fingers to opposing palms with fingers interlocked
ضم أصابع يديك وقم بفرك راحتي اليدين بظهر الأصابع



Rotational rubbing of left thumb clasped in right palm and vice versa
امسك بالإبهام الأيسر باليد اليمنى باحكام وافركه بحركة دورانية (والعكس)



Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa
ضم أصابع اليد اليمنى وافرك راحة اليد اليسرى بحركة دورانية ثم إلى الأمام وإلى الخلف (والعكس)



Once dry, your hands are safe
حالما تجف، يداك الآن آمنتان

Sawsan Awan

كيف تغسل يديك بالماء والصابون؟

How to **Hand Wash**?



Wet hands with water
يبلل يديك بالماء



Apply enough soap to cover all hand surfaces
ضع قدرا من الصابون يكفي لتنظيف سطح اليد بأكمله



Rub hands palm to palm
افرك راحتي يديك ببعضهما



Right palm over left dorsum with interlaced fingers and vice versa
افرك ظهر اليد اليسرى براحة اليد اليمنى مشبكاً بين أصابعك (والعكس)



Palm to palm with fingers interlaced
افرك راحتي يديك ببعضهما مشبكاً بين أصابعك



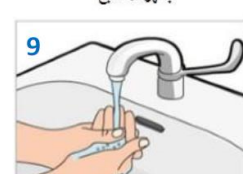
Backs of fingers to opposing palms with fingers interlocked
ضم أصابع يديك وقم بفرك راحتي اليدين بظهر الأصابع



Rotational rubbing of left thumb clasped in right palm and vice versa
امسك بالإبهام الأيسر باليد اليمنى باحكام وافركه بحركة دورانية (والعكس)



Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa
ضم أصابع اليد اليمنى وافرك راحة اليد اليسرى بحركة دورانية ثم إلى الأمام وإلى الخلف (والعكس)



Rinse hands with water
اشطف اليدين بالماء



Dry hands thoroughly with a single use towel
مجف يديك جيداً بمنديل نظيف



Use towel to turn off faucet
ممسكاً بمنديل المتدلي قم بإغلاق الصنبور



Your hands are now safe
يديك الآن آسالتان

Sawsan Awan

الدليل الإرشادي لكيفية وضع و إزالة الاحتياطات القياسية للموظفين



المركز الطبي الجامعي
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المملكة العربية السعودية
وزارة التعليم
جامعة أم القرى

HOW TO PUT ON PERSONAL PROTECTIVE EQUIPMENT



1 CLEAN YOUR HANDS

- Alcohol-based hand rub is the preferred method for cleaning hands when hands are not visibly soiled.
- Clean between fingers, backs of hands, fingertips & thumbs.
- Clean hands for 20-30 seconds.



2 PUT ON GOWN

- Select appropriate size and type.
- Wear gown and keep opening to the back.
- Secure neck and waist.
- If gown is too small, use two gowns:
 - Gown #1 ties in front.
 - Gown #2 ties in back.



3 PUT ON MASK

(Use N95 for AEROSOL generating procedures and in case of AIRBORNE)



4 PUT ON EYE PROTECTION

- Position goggles over your head and secure using the earpieces or headband.
- Position face shield over face and secure to brow with headband.
- Adjust to fit comfortably.



5 PUT ON GLOVES

- Select correct type and size.
- Put on gloves.
- Extend gloves over cuffs of isolation gown.



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HOW TO REMOVE PERSONAL PROTECTIVE EQUIPMENT

BEFORE LEAVING PATIENT'S ROOM

1 TAKE OFF GLOVES UNDER THE WRIST



- Grasp outside edge near wrist.
- Peel away from hand, turning glove inside out.
- Hold in opposite gloved hand.
- Slide ungloved finger under the wrist of the remaining glove.



- Peel off from the inside, creating a bag for both gloves.



- Discard in garbage.

2 TAKE OFF GOWN



- Unfasten ties.
- Peel gown away from neck and shoulders.



- Turn contaminated outside toward the inside.



- Fold or roll into a bundle.
- Discard in garbage.

3 CLEAN YOUR HANDS FOR 20-30 SECONDS



1. Alcohol-based hand rub is the preferred method for cleaning hands when hands are not visibly soiled.



- Clean between fingers, backs of hands, fingertips and thumbs.
- Duration of the entire procedure is 20-30 seconds.



- Refrain from using patient's sink.

4 TAKE OFF EYE PROTECTION



- Grasp ear or head pieces with ungloved hands.
- Lift away from face.



- Place in garbage or clean reusable eye protection.



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الدليل الإرشادي لعمال النظافة لكيفية التنظيف والوقاية أثناء العمل



المملكة العربية السعودية
وزارة التعليم
جامعة أم القرى

دليل عمال النظافة Housekeeping Guidelines

How to clean

- Use disposable equipment, when possible.
- Clean horizontal surfaces at least twice daily.
- Clean contaminated areas after cleaning non-contaminated
- Disinfect cleaning equipment after cleaning clinics

كيفية التنظيف

- استخدام معدات للاستعمال مرة واحدة إن أمكن.
- تنظيف الأسطح الأفقية مرتين يومياً على الأقل.
- تنظيف المناطق الملوثة بعد تنظيف المناطق غير الملوثة
- تطهير معدات التنظيف بعد تنظيف العيادات



How to protect yourself while cleaning

- Wear protective equipment (medical mask, eye protection, clean gown and gloves) before cleaning.

كيفية حماية نفسك أثناء التنظيف

- ارتداء المعدات الوقائية (الكمامة الطبية، حماية العينين، المعطف اللطيف والقفازات) قبل التنظيف.



الدليل الإرشادي لكيفية التعامل مع وخز الإبر



SHARPS INJURY

DEALING WITH NEEDLESTICK INJURIES

PREVENT NEEDLESTICK INJURY

1. Avoid re- capping the needle. .
2. Always use near patient sharps system.
3. Always dispose of sharps at point of use.
4. Always close sharps containers when 3/4 full.
5. Ensure source and date are completed on the sharps box.

FIRST AID FOR HEALTHCARE WORKERS AFTER NEEDLESTICK INJURY

1. Bleed site gently.
2. Wash with soap & water and cover with dressing.
3. Check patients chart (status)
4. Inform the incident to your line manager.
5. Fill up the standard DVR and proceed to the staff health clinic with the DVR form.

We wish your safety

الدليل الإرشادي لكيفية التعامل مع انسكاب الدم وسوائل الجسم



Guidelines on Blood and Body Fluid Spillages

Blood or Body fluid spillage may occur because a laboratory sample breaks in the phlebotomy area or during examination, or because there is excessive bleeding or vomiting during the procedure. In this situation, clean up the spillage and record the incident, using the following procedure:



1- Wear a pair of non-sterile gloves and gown.



2- Use tongs or a pan and brush to sweep up as much of the broken glass (or container) as possible. Do not pick up pieces with your hands.



3- Discard the broken glass in a sharps container. If this is not possible wrap the glass or container in several layers of paper and discard it carefully in a separate container. Do not place it in the regular waste container.



4- Use disposable paper towels to absorb as much of the body fluids as possible.



5- Wipe the area with water and detergent until it is visibly clean.



6- Saturate the area again with sodium hypochlorite 0.5% . This is a 1:10 dilution of 5.25% sodium hypochlorite bleach, which should be prepared daily.



7- Remove gloves and discard them.



8- Wash hands carefully with soap and water, and dry thoroughly with single-use towels.



9- Record the incident in the incident book if a specimen was lost, or persons were exposed to blood and body fluids.

الدليل الإرشادي لكيفية التعامل في حالة حدوث حريق

