

Title: **Adjustment of hygiene regime during the tuition of clinical subjects**

Valid and effective: the day of the Dean's signature

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### **Article no. 1**

#### **Introductory provisions**

The Dean's measure Adjustment of hygiene regime during the tuition of clinical subjects (hereinafter "Dean's measure") is issued in compliance with order no. 306/2012 regarding the conditions for the prevention of infectious disease development and spread, and the hygiene requirements for the operation of healthcare institutions and social welfare institutions, as last amended and in compliance with the internal measures of the University Hospital in Hradec Králové (hereinafter "University Hospital").

### **Article no. 2**

#### **Extent of validity**

The Dean's measure is valid for all students of the Faculty of Medicine in Hradec Králové (hereinafter "faculty"), who attend the tuition of clinical subjects (hereinafter "tuition") at the workplaces of the University Hospital.

### **Article no. 3**

#### **Personal protective equipment**

1. Students are obliged to wear the personal protective clothing (lab coat, dress, shirts, pants, hereinafter "protective clothing" and appropriate footwear). Prior to the tuition students shall change into their protective clothing and footwear in dressing rooms or other designated rooms.
2. Students are obliged to pay attention to the protective clothing cleanness. To secure the clothing's cleanness, students should acquire such an amount of protective clothing, so they can change at least twice a week (it is recommended to purchase 5 sets of protective clothing). Students are obliged to keep their footwear clean and remove all mechanical impurity.

#### **Article no. 4**

##### **Laundry of the protective clothing**

1. Protective clothing, which is clearly contaminated by biological impurity, must not leave the University Hospital area, and must be personally handed over by the students to the University Hospital laundry on predetermined dates, which are published on the faculty website.
2. Students can use the services of the University Hospital laundry for free.
3. Students identify themselves with a student's ID card, when handing over the protective clothing.

#### **Article no. 5**

##### **Labelling of the protective clothing**

1. The protective clothing must be properly labelled with an identification on an unwashable label prior to the hand over to the laundry. The label must be fixed on the inner side of the collar of the coat or dress, and on the designated location for shirts and trousers. The labelling is done by the University Hospital laundry based on the provided identity card, which students hand over with their protective clothing.
2. The labelling contains of a letter, which represents the student's study program (V – czech General Medicine, Z – czech Dentistry, B – czech bachelor study program, G – General Medicine, D – Dentistry), a four-digit number (for each group from 0001) and the student's surname and first name up to 20 characters.
3. To secure the correct labelling, students use the provided identity card with special identity characters, assigned to each study group and each student.
4. The labelling of protective clothing by other means is inadmissible.

#### **Article no. 6**

##### **Collecting the washed protective clothing**

1. Collection of the washed protective clothing is organised on the 2nd floor of the Education Center in the University Hospital area, on predetermined dates, which are published on the faculty website.
2. Students are obliged to collect their washed protective clothing within 14 days from the hand over to the laundry at the latest (7 to 9 days from the hand over at the earliest).
3. To collect the protective clothing, students identify themselves with their student's card and give the date when the clothing was handed over to the laundry.

**Article no. 7**  
**Students' duties during the tuition**

1. Students are obliged to follow the instructions of the teacher and the medical personnel of the University Hospital, especially with regards to:
  - a. the hygiene measures and higher hygiene regimes,
  - b. the use of personal protective equipment.
2. **Students who do not respect the rules set by this measure and appear in visibly contaminated protective clothing for the tuition will not be allowed to participate. This absence will then be considered as an unexcused absence.**

**Article no. 8**  
**Hygiene regime in the operating rooms**

1. Operation wings with operating rooms and procedure rooms are considered as controlled areas, which follow a special regime rule, which is based on hygiene and anti-epidemic measures as well as internal measures of the University Hospital.
2. Students are allowed to enter and move in these areas only in the company of a teacher or other responsible personnel. Uncontrolled movement is inadmissible for hygiene and safety reasons.
3. Operation wing is entered via a filter, where students undress their outer garments and footwear (except for the underwear), and change into protective clothing, which is designated for staying in operating / procedure rooms. The protective gear set consists of trousers, a blouse, a face mask, a hat and shoes.
4. All parts of the protective clothing must be used for each entry only once. After its use, it must be left in the filter.
5. **Wearing any personally owned part of the protective clothing (except for the underwear) or any repeated use of any part of the protective equipment in the operation / procedure room is inadmissible.**
6. Students are not allowed to bring jewellery, wristwatches, mobile phones or any other personal belongings in the operation wings or procedure rooms. Students must lock their valuables (mobile phones included) in designated boxes in the filter.
7. The condition of student's nails, hair and facial hair must not endanger the health condition of patients and must not restrain the providing of healthcare services to the full extent. Natural nails must be trimmed, short and clean. Hair and facial hair must be fully covered by hat and face mask.
8. **Students who disrespect and fail to follow the rules set by this article will not be allowed access to the operation wing / procedure rooms.**

**Article no. 9**  
**Student injuries**

Students must immediately report injuries by contaminated, sharp objects (e.g. needles or scalpels) or mucosal splash by biological material (e.g. blood in eyes) to the teacher or other responsible person. The teacher or another responsible person will provide first aid and decide on further steps based on the internal measures of the University Hospital.

**Article no. 10**  
**Closing provisions**

1. This measure cancels the Dean's measure no. 2/07-08 Adjustment of hygiene regime during the tuition of clinical subjects on the workplaces of the University Hospital in Hradec Králové, valid from 21. 12. 2007 and the Dean's measure no. 5/07-08 Adjustment of the Dean's measure no. 2/07-08 for the Adjustment of the hygiene regime during the tuition of clinical subjects on the workplaces of the University Hospital in Hradec Králové, valid from 4. 3. 2008.
  
2. This measure is valid and in effect from the day of signature of the Dean.

In Hradec Králové, on 21. 2. 2018

prof. Dr. Miroslav Červinka, M.D., Ph.D.

Dean