

|                          |  |                        |            |
|--------------------------|--|------------------------|------------|
| <b>Procedure Title:</b>  | Employee Safety for Clandestine (Methamphetamine or other illegal) Drug-manufacturing Labs |                        |            |
| <b>Procedure Number:</b> | DHS-080-011-01   | <b>Version:</b>        | 1.0        |
|                          |  | <b>Effective Date:</b> | 08/08/2006 |

DHS Chief Administrative Officer

08/08/2006

Approved By: (Authorized Signer Name)

Date Approved

## Procedure

- I. Protective Service (PS) calls where police are doing drug lab busts or PS staff are accompanied by police**

| Step   | Responsible Party | Action   |
|--|-------------------|--|
| <b>When arriving at the site:</b>  |                   |  |
| 1.   | Employee          | <ul style="list-style-type: none"> <li>a. Do not cross any police demarcation lines.</li> <li>b. If there is no clear line, always refer to the emergency response site commander for instructions on what area is safe.</li> <li>c. If you are unable to obtain clear directions from the site commander contact your supervisor.</li> </ul>  |
| <b>"Handling" and transporting children or adult occupants of the home</b> |                   |  |
| 2.   | Employee          | <ul style="list-style-type: none"> <li>a. If the occupant(s) shows signs of potential chemical contamination:               <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>Potential signs of chemical contamination may include:</p> <ul style="list-style-type: none"> <li>o powder or chemical staining which could appear as reddish or bleach-like stains on clothes;</li> <li>o Strong odors on skin, hair or clothing;</li> <li>o Open wounds.</li> </ul> </div> </li> <li>D. Before touching the person, put on disposable gloves.               <ul style="list-style-type: none"> <li>i. Gloves worn when there are signs of potential chemical contamination should be removed as described in (<a href="#">Glove removal instructions</a>).</li> <li>ii. They may be disposed of in a regular garbage receptacle.</li> </ul> </li> </ul> |

|  |  |  |
|--|--|--|
|  |  | <p>E. Ideally work with the site commander to request emergency medical assistance. If unable to get his/her assistance, contact 911.</p> <p>F. If emergency medical responders refuse to transport:</p> <ul style="list-style-type: none"> <li>i. Protect the vehicle by placing a blanket on the car seat prior to entry by the child/client and then extending the blanket in order that it protects the seat back from potential contamination from the person's head and back.</li> <li>ii. See if the site commander can do a "dry decontamination" of the person, which may include washing hands and face at a site sink and placing clean garment on the person.</li> <li>iii. If the site commander cannot arrange for a "dry decontamination", then, wearing disposable gloves, cover the person's existing clothing with a garment or other covering that has not been exposed.</li> </ul> <p>b. If the occupant(s) does not show signs of contamination.</p> <p>. Glove use is optional. The employee might want to wear gloves for general sanitation. Cleaning or covering of children or adults who do not show signs of contamination is not required, however, if you have determined that using gloves for purposes of hygiene and safety is appropriate, extend those protective measures to the vehicle seat by covering it with a blanket whenever possible.</p> <p>A. Protect the vehicle by placing a blanket on the car seat prior to entry by the child/client and then extending the blanket in order that it protects the seat back from potential contamination from the person's head and back.</p> <p>B. Blankets and stuffed animals that may have been in contact with contaminated surfaces shall be left behind. (<i>Offices may elect to stock vehicles with substitute toys.</i>)</p> |
|--|--|--|

**II. Home visits with no advance notice of the presence of a clandestine drug lab**

| Step | Responsible Party | Action  |
|------|-------------------|---|
| 1.   | Employee          | <ul style="list-style-type: none"> <li>a. If you suspect that the home may contain a lab, do not advance any further into the house, do not touch objects, and exit as soon as possible.</li> <li>b. Call 911.</li> <li>c. As soon as possible management shall notify other DHS work units that may plan to visit, or already may</li> </ul> |

|  |  |   |
|--|--|---|
|  |  | <p>have visited, the home.</p> <p>d. Wash your hands with soap and water (not waterless cleaners) when you arrive back at the office.</p> |
|--|--|---|

### III. Cleanup

| Step | Responsible Party | Action  |
|------|-------------------|---|
| 1.   | Employee          | <p>a. If the procedures above have been followed, the risk of contamination of employee and her/his clothes or the vehicle is considered low and no special cleanup is required. As a general health precaution, employees should wash with soap and water when facilities are available.</p> <p>b. The occupants' clothing should be washed separately in a regular cycle (as you would clothing worn while applying herbicides or fertilizers around your home).</p> <p>c. As a precaution it is recommended that employees remove and wash their own clothing when they arrive at home.</p> <p><b>Note:</b> Children brought into an office pending placement, employees who have found they were present in a home with a lab, or visitors to the office who may have been involved in methamphetamine manufacturing or use are not considered to present a threat of cross-contamination to the office environment or its occupants.</p> |

### IV. Incident Reporting

| Step | Responsible Party             | Action  |
|------|-------------------------------|---|
| 1.   | Employee                      | <p>a. Complete a <a href="#">DHS 2107A "Disease and Chemical Exposure Report"</a>.</p> <p>b. If possible, obtain from the emergency responder a list of chemicals found in the lab and attach to the 2107A.</p> |
| 2.   | DHS Office of Safety & Health | Place a copy of the DHS 2107A and chemical list in the employee's medical file.   |

### V. Personal Protective Equipment (PPE)

| Step | Responsible Party | Action   |
|------|-------------------|--|
| 1.   | Employee          | <p>Glove use is required when the occupants show signs of potential chemical contamination indicated under I.2.a., above.</p> <p>If there are no signs of chemical contamination glove use is optional for general sanitation.</p>   |
| 2.   | Local DHS manager | <p>a. Ensure vehicles used for protective service work are stocked with:</p> <ul style="list-style-type: none"> <li>A. Non-latex gloves in sizes to fit all workers;</li> <li>B. Plastic bags with closers for glove disposal in case they cannot be disposed of onsite; and</li> <li>C. One or two blankets for client and vehicle protection.</li> </ul> <p>b. Ensure a PPE hazard assessment, required by OSHA, has been completed for a job classification, specific position or person or a job function/task.</p> <ul style="list-style-type: none"> <li>A. The <a href="#">DHS 2204</a> can be used for the PPE hazard assessment. See a <a href="#">sample of the completed form</a>.</li> </ul> |

**Policy that applies:**

[DHS-080-011, Hazard Communication Program policy](#)

**Form(s) that apply:**

DHS 2204, Personal Protective Equipment Hazard Assessment Form: [Word](#)

DHS 2107A DHS Disease and Chemical Exposure Report: [Word](#)

[Meth Labs--Vehicle Quick Reference Card](#)

**Contact(s):**

**Name:** Robert Salinas III; **Phone:** 503-945-6380; **E-mail:** [robert.salinas@state.or.us](mailto:robert.salinas@state.or.us)

**Procedure History:**

- **Version 1.0:**

08/08/2006 Initial Release

**Keywords:**

(List keywords here that might be used by someone to search for this policy on the internet)