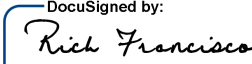




Policy Title: Bed Bug Policy and Procedure	Policy and Procedure #: 07-023	<u>Review Dates</u>	
Category: Facilities Management Subject: To develop a process to address, reduce, and mitigate the risk of transmission of bed bugs within, throughout, or among HealthWest programs, facilities, and vehicles, or staff and consumers.	Prepared by: Name: Linda Anthony Title: Director of Health Information	08/05/2025	
	Approved by: DocuSigned by:  Rich Francisco, Executive Director	03/23/2026	
AA7FBD48ABR04A3 Rich Francisco, Executive Director	Effective Date: 12/20/2024	Last Revised Date:	

I. POLICY

Bed Bug Identification and Prevention

II. APPLICATION

All HealthWest operated facilities, owned or rented vehicles, and all locations not owned or rented by HealthWest where services are provided.

III. DEFINITIONS

A. Integrated Pest Management (IPM): A broad, systematic approach to managing pests which incorporates reasonable measures to prevent and control pest problems using proper identification, monitoring population dynamics, and utilizing cultural, physical, biological, and chemical population management methods.

IV. PROCEDURE

A. General Information/Identification:

1. Bed bugs are small, reddish-brown insects that are the approximate size and shape of an apple seed as adults. Nymphs (immature) are nearly colorless and smaller than full-grown adults. Eggs are white, about 1 millimeter in size, and often found stuck to hard surfaces.
3. Having bed bugs is not a sign that a home or location is not clean. Bed bugs will live anywhere there are places to hide and people to bite.
4. Bed bugs are not able to fly or jump and are transmitted from one location to another by "hitchhiking" on a person or in their belongings.
5. Signs that a location may have an infestation include: live or dead bugs; empty skins that have been shed during the growth process; eggs, fecal stains or droppings on mattresses, bed sheets, baseboards, or in and under furniture.

6. Bed bugs have not been found to transmit pathogens to humans, though reactions to being bitten can vary from person to person and range from small red marks to raised and swollen welts on the arms, neck, and legs.
7. Attempt to capture any suspected bed bugs in a clear zip bag for later identification.
8. Simply using insecticide is not an effective measure to eradicate or control an infestation and may cause additional health concerns beyond the presence of bugs. Professionals that use a strategy of Integrated Pest Management are often the only effective way to manage an infestation.

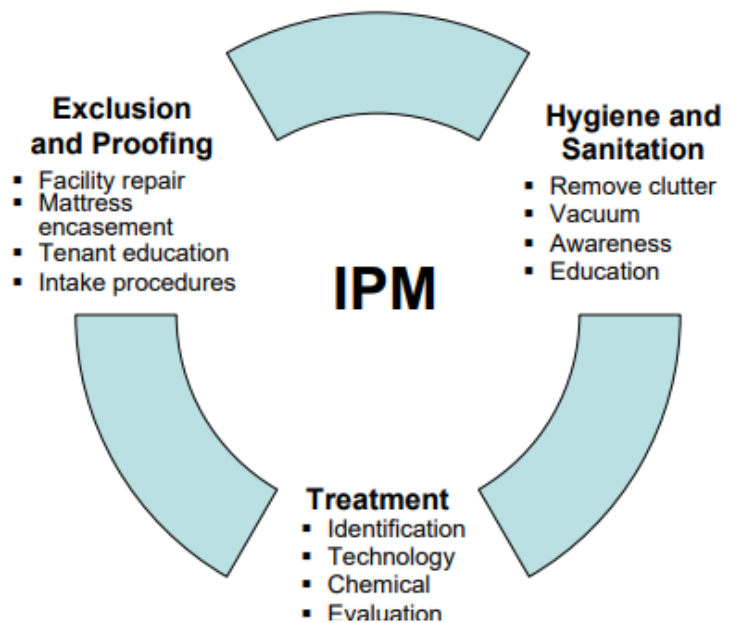
B. HealthWest Facility:

1. If it is suspected, reported, or known that an individual that has come in contact with or been exposed to bed bugs has been at any HealthWest facility, all staff should take precautions to limit the opportunity for transmission and spread.
2. [See special protocol for HealthWest CRU and Club Interactions Clubhouse.](#)
3. If there is evidence that bed bugs have been transmitted into a HealthWest facility, i.e. a live or dead bug is located and a positive identification has been made, the building designee or supervisory staff will coordinate with Facilities and Maintenance the appropriate next steps to be taken as outlined below:
 - a. Immediately contacting their supervisor and the site's designated representative, if directed by the supervisor.
 - b. Looking for signs of bed bugs in the immediate areas occupied by the individual.
 1. A thorough inspection using proper equipment is needed.
 - a. Tools and Equipment:
 - i. Flashlight
 - ii. Magnifying glass
 - iii. Alcohol Wipes
 - b. What to Look for:
 - i. Bed Bugs Live or Dead
 - ii. Cast Skins
 - iii. Eggs
 - iv. Fecal Stains and Droppings
 2. Pre-Treatment
 - a. Clean and organize the area to eliminate clutter

- i. Wash ALL non-plush furniture and hard surfaces in the room using a detergent cleanser.
- b. Physically remove bed bugs and eggs using a vacuum
 - i. Dedicate a vacuum for the purpose of pest control.
 - ii. After each use, dispose of the back or container contents in a sealed plastic bag.
 - iii. Store the pest control vacuum in a large plastic garbage bag that is closed tightly.

3. Treatment

- a. Employ professional pest management that uses a combination of chemical and non-chemical methods to eliminate bed bug infestation.
 - i. Non-chemical Treatments
 1. Steam Treatments-combined with pesticides and other methods can be very effective.
 - ii. Pesticides
 1. Pesticides should be applied by a licensed pest management professional.
- c. Integrated Pest Management is the best way to control bed bug



infestations:

4. Post Treatment

- a. Re-inspect the area to ensure all bed bugs have been eradicated.

C. During Visits to Consumer Residences:

1. Since bed bugs can be present even in residences that appear well-maintained and thoroughly cleaned, staff should be aware and take basic precautions at all times to reduce the likelihood of transmitting bed bugs.
2. Basic precautions include, but are not limited to, the following measures:
 - a. Sit only on hard-surfaced, un-upholstered furniture, i.e. wooden dining chairs; and perform a quick search in the crevices of the chair prior to sitting.
 - b. Limit items carried into the home only to those things essential to the visit. Leave items such as purses, bags, and extra files in your vehicle, and never place items brought into the home on carpeted floors or upholstered furniture.
 - c. If possible, wear simple clothing. Avoid scarves, shirts with many buttons or pockets, and cargo pants or pants with cuffs. Wear simple shoes, preferably with minimal tread.
 - d. Be aware of indirect signs there may be recent or ongoing infestations, such as cans of insecticide within reach of a bed, couch, or the front door.
 - e. If you are scheduled to enter a home where there is evidence of current or recent infestation, speak with your supervisor about additional precautions you can take to reduce or prevent the likelihood of transmitting bed bugs into the workplace, a vehicle, or your own home.
3. If you are scheduled to meet with a consumer with a known infestation, make arrangements to meet that person in a place other than their home, such as somewhere in the community. Be cognizant of the risk of transmission when making arrangements to meet in public.
4. If you notice signs of infestation during a home visit, the most important thing to do is *remain calm and respectful*. Contact your supervisor immediately. You may want to consider *respectfully* requesting to reschedule the appointment.
5. Be willing to assist the consumer in problem-solving what steps and actions they should take to get rid of the infestation. Offer to follow-up with additional resources if necessary.
6. In certain cases, such as recurrent infestations or when infestations are not adequately addressed, where there are children in the residence, it may be necessary to contact Child Protective Services (CPS).

D. Within HealthWest-Owned Vehicles:

1. If it is suspected, reported, or known that an individual that has come in contact with or has had a recent infestation has been in any HealthWest-owned vehicle, all staff should take precautions to limit the opportunity for transmission and spread by:
 - a. Immediately contacting their supervisor.
 - b. Looking for signs of bed bugs in the immediate areas occupied by the individual.
 - c. Thoroughly vacuum and clean the area or areas the individual occupied.
2. If there is evidence that bed bugs are present in the vehicle, i.e. a live or dead bug is located and a positive identification has been made, the supervisor should contact facilities and maintenance to arrange for appropriate follow-up.
3. If an individual is known to have recently had an infestation, attempts should be made to arrange alternative transportation until the infestation has been adequately addressed.

VI. REFERENCES

<https://www.michigan.gov/emergingdiseases/home/bed-bugs>

“Getting the Bed Bugs Out: A Guide to Controlling Bed Bugs in Your Home” MDHHS

“Tackling Bed Bugs: A Starter Guide for Local Governments” Evans Schools of Public Policy, U. of Washington

“Bed Bug Action Plan for Home Health Care and Social Workers” United States EPA

Authors Initials LA/hb