

ADMINISTRATIVE POLICY

- 1 All sites operated by OPTIONS will be maintained free from insects and rodents by having an effective pest control program.
 - 1.1 Personnel will immediately report to the on-site supervisor any evidence of insects or rodents. The on-site supervisor will take immediate action to make the area free from insects, rodents or other pests.
 - 1.2 OPTIONS will coordinate with pest control companies to inspect OPTIONS sites per the regulations of each site and as deemed necessary.
 - 1.3 All necessary precautions will be taken to protect persons served and staff from exposure to pesticides.
 - 1.4 All necessary precautions will be taken to protect medications and food items from exposure to pesticides.

POLICY DATE: February 1996
REVISED: April 2004, August 2007, May 2012, April 2014
REVIEWED: September 2015, September 2016, October 2017
REVIEWED: October 2018, November 2019, November 2020
REVIEWED: January 2022
REVISED: February 2023, March 2024