

CATEGORY: Health and Safety Policies and Procedures DATE: July 2017

SUBJECT: Human Biting Incidents

UPDATED: March 2023

APPROVED BY: Shemina Ladak, Executive Director



## Policy Statement

Centennial Infant and Child Centre (CICC) is committed to providing a safe and healthy environment for children, families, staff, students and volunteers. CICC will take every reasonable precaution to prevent the risk of injury and infectious disease within our centre.

## Purpose

To ensure that all staff, students and volunteers are aware of and adhere to the directive established by Toronto Public Health (TPH), and CICC when dealing with human biting incidents in our preschool.

## Scope

This policy applies to all staff, students, and volunteers.

## Procedures

When a human biting incident occurs staff, students and volunteers must follow the procedures outlined below for both adults and children.

If the skin was not broken:

- Perform hand hygiene and put on gloves.
- Clean the wound carefully with soap and water, apply a cold compress.
- Dispose of gloves and perform hand hygiene.
- Put on clean gloves and rinse the biter's mouth with water (for infants, provide a drink of water). Dispose of gloves and perform hand hygiene.
- If a child has been bitten, contact the parents/guardians of those involved in the incident and advise them to contact their health care provider regarding post-exposure advice; remember to keep information confidential regarding the biter/bitee's identity. You can inform the parents if the other child's immunization is up to date without releasing the identity of the other child.
- Complete an Incident Report for the Incident file, and record the incident in the Daily Written Record.
- File the Incident report in the child's file and staff file if applicable.
- Record the incident in the Daily Written Record.

If the skin was broken:

- Perform hand hygiene and put on gloves.
- Observe both children to see if there is any blood involved.
- If there is blood, allow the wound to bleed gently without squeezing.
- Clean the wound carefully with soap and water, apply a cold compress if appropriate.
- Dispose gloves and perform hand hygiene.
- Put on clean gloves and rinse the biter's mouth with water (for infants, provide a drink of water). Dispose of gloves and perform hand hygiene.
- If it is known that either child has hepatitis B, C or HIV, report the incident to TPH immediately and ensure the confidentiality of the children and families.
- If a child has been bitten, contact the parents/guardians of those involved in the incident and advise them to contact their health care provider regarding post-exposure advice. Remember to keep information confidential regarding the biter/bitee's identity. You can inform the parents if the other child's immunization is up to date without releasing the identity of the other child.
- Complete an Incident Report for parent and client file and/or staff personnel file.
- Adults who are bitten by a child, should seek medical advice especially if they have not had a Hep B vaccination.
- Record the Incident in the Daily Written Record.

If anyone has questions or require additional information when a biting incident occurs, please contact the TPH Bloodborne Disease team at 416-338-8400 or [CDCBloodborne@toronto.ca](mailto:CDCBloodborne@toronto.ca).

### **Policy and Procedure Review**

This policy and procedure will be reviewed and signed off by all staff, students, and volunteers prior to commencing employment/unpaid placement at CICC and annually thereafter and at any time where a change is made.

The review will be documented on the CICC Policy Review form, a hard copy will be retained in the individual's file for a minimum of 3 years.

Reference(s): Toronto Public Health Guidance Document 2017