

WORKER INFECTION PREVENTION & CONTROL (IPC) FOR DAIRY FARMS

Healthy Workers = Healthy Animals

FARM NAME & OWNER: _____

Date [Created or Updated]: ____/____/____

This farm is committed to preventing the transmission of infectious diseases on the farm, including transmission between workers and animals, and between farm personnel and the community. All items in this plan have been implemented unless otherwise indicated. This document is to be reviewed and updated annually by the farm's Infection Prevention and Control (IPC) Team.

SCOPE OF IPC PLAN

The Infection Prevention and Control (IPC) Plan was developed based on the National Dairy FARM Program, CDC guidance, and the Washington State Department of Labor & Industries (L&I). The purpose of the IPC Plan is to implement procedures on the farm that reduce infection transmission and increase health and well-being of employees, which in turn can promote animal health. The IPC plan covers infection risks workers may encounter on a dairy farm, including and not limited to zoonotic influenza, for example avian influenza.

The IPC Plan is a supplementary module to other existing farm guidelines, including a farm Biosecurity Plan, Safety, Accident Prevention Plan, and Respiratory Protection Program. The adoption of this IPC Plan will aid in achieving regulatory compliance with L&I's workplace safety and health laws and directives; however, it does not guarantee complete alignment.

I. CULTURE OF HEALTH AND SAFETY (Module I of the Self-Guide Manual)

Effective infection prevention and control requires a partnership and shared commitment of the farm owners, managers, and employees.

A. ASSIGNING A POINT PERSON

Each IPC plan includes a single point of contact, IPC Plan Point Person. On this farm, _____ is the dedicated IPC Plan Point Person and is responsible for implementing, maintaining and updating the IPC plan. This individual should be familiar with farm operations, zoonotic diseases of concern, and the control methods in this plan. Employees are encouraged to communicate concerns, ideas, and questions about infectious diseases on the farm to the IPC Plan Point Person.

EMAIL: _____

PHONE: _____

II. Farm Infection Prevention and Control Teams (Module II of the Self-Guide Manual)

Complete the Infection Prevention and Control Team table provided below to identify key personnel related to infection prevention and control. Key roles include farm owner, farm manager, worker representative, farm veterinarian, farm nutritionist, and the local public health jurisdiction. Include key contacts not identified here. Some personnel may have multiple roles and can be listed multiple times.

IPC Plan Farm Team: Complete this form to identify key personnel and their responsibilities related to infection prevention and control on your farm.

FARM TEAM ROLE, NAME & CONTACT INFORMATION		
Title	Name	Contact Info
Farm owner		
Farm manager		
Farm health & safety manager		
Respiratory Protection Program Administrator (if applicable)		
Worker representative		
Farm Veterinarian		
Animal Nutritionist		
Local Health Jurisdiction*		
Other:		
Other:		
Other:		

*To find your local health jurisdiction, visit [Washington State Local Health Jurisdictions | Washington State Department of Health](https://www.wa.gov/health/local-health-jurisdictions).

III. Hazard Assessment for Infections on the Farm

This module provides information on disease-causing pathogens, sources, tasks, transmission, and controls. In addition, utilizing reports from herd health monitoring, milk and product testing, worker illness recording, and any industrial hygiene assessments can help confirm potential pathogenic agents.

INFECTIOUS DISEASE HAZARD & CONTROLS ASSESSMENT CHECKLIST

Complete the "Infectious Disease Hazard & Controls Assessment Checklist."

IV. STANDARD PRECAUTIONS: Handwashing, Clothing and PPE

Standard Precautions are infection prevention and control practices that should be implemented with all farm tasks regardless of whether there is known contact with an infected animal or infectious agent. This section of the IPC Plan covers PPE protection, handwashing guidelines, handwashing stations and handwashing station checks.

A. Handwashing & hygiene

By washing hands regularly, workers can reduce the risk of getting sick and spreading germs to others and animals. Handwashing is one of the most important prevention practices. The IPC Plan should include handwashing and showering protocols and training for employees.

HAND HYGIENE RESOURCES	
Check box to confirm training is provided and reviewed on a regular basis	
☐	Handwashing video instructions are available and used
☐	Guidelines for when to handwash are available and reviewed
☐	Guidelines for when to use hand sanitizer are available and reviewed
☐	Employees recommended to shower after each shift (onsite or at home)
☐	Signs promoting the “5 Moments of Handwashing” are visible for employees

B. Handwashing Station Locations & Maintenance

A minimum of once per shift, a trained employee(s) should be designated to perform the following tasks at each hand hygiene station. Increased frequency may be needed in high-volume areas.

HANDWASHING STATION MAINTENANCE & POLICY	
Check box to confirm training is provided and reviewed on a regular basis	
☐	The daily protocol for maintaining handwashing station maintenance is followed, which includes assigned person and frequency of occurrence (at least once per shift)
☐	The daily protocol includes: - Employee to wash hands before refilling soap/hand sanitizer/refilling water bins to avoid contamination - Check & refill soap and hand sanitizer when empty as directed by manufacturer - Refill supply of clean towels - Drain any dirty or standing water
☐	Handwashing station locations are documented

C. Work Clothing

Work clothing policies are important for worker and family protection. Animal secretions or fluids may get on workers' clothing or PPE. To reduce this risk of exposure to infectious contaminants on worker clothing, complete the following table.

Employees should be required to keep PPE (such as boots, gloves, masks, and respirators) at work.

Check the box(es) that applies to your farm.

WORK CLOTHING POLICIES & TRAINING	
Check the box for those items which apply to your farm	
☐	Employees are trained about the risks of wearing work clothing home
☐	Employees are trained on proper, safe, work clothing handling and laundry
☐	Employees are strongly advised to keep PPE (such as boots, gloves, masks, and respirators) at work
☐	Employees are provided a location to store PPE, if applicable
☐	Footwear: Employees are trained about the importance of changing their footwear when leaving the farm
Laundry protocols	
☐	If farm provides laundry services: All work clothing is laundered on site and no clothing leaved the farm
☐	If farm provides laundry services: Employees have the option to have laundering done on site but can opt out. If they choose to wash at home, they are provided with a laundry bag/plastic bag by the farm to take work clothing home
☐	If no laundry available on site: Laundry bags/Plastic bags are provided by the farm to take work clothing home to wash

D. Use of PPE

This section of the IPC Plan documents the farm commitment to supporting appropriate PPE use that is practical and meets the needs of all employees. This includes confirming size, style, training for donning and doffing PPE, and how and when to use PPE.

PPE POLICIES & TRAINING

Check box if PPE Policies & Training are Complete

☐	Farm provides PPE in sizes and styles the fit employees
☐	Employees have been trained in how and when to use PPE
☐	Employees have been trained in how to donning & doffing PPE
☐	Employees have been trained in how to dispose of and decontaminate PPE
☐	Employees are monitored to ensure proper use of PPE
☐	PPE policies, requirements, and guidelines are documented and available

E. Respiratory Protection Program

Washington State Department of Labor & Industries requires farms to have a Respiratory Protection Program in place in the case of contact with airborne hazards, including dusts and pathogens, such as avian influenza.

RESPIRATORY PROTECTION PROGRAM

Check the box for those items which apply to your farm

☐	The farm has a Respiratory Protection Program in place ☐ Voluntary ☐ Mandatory
☐	If yes, Respiratory Protection Program information is documented and accessible: (add location of document)
☐	If yes, the number of employees enrolled in the program is:

F. Sharps Injury Prevention and Reporting

The IPC Plan confirms sharps handling, injury, and reporting policies are documented and employees are trained. Training includes proper needle use and disposal, and the locations of sharps containers (at every location where needles are used).

SHARPS TRAINING

Check	Sharps safety procedures, employee training, and container location(s)
☐	Check the box to confirm injection safety procedures are documented and include: - Do not recap needles when feasible - Do not keep needles in pockets - Do not hold needles or caps in mouth - Discard bent or broken needles
☐	Confirm employees are trained on proper needle procedures
☐	Confirm SHARPS containers are located where needles are used
☐	Confirm containers are: - Puncture resistant - Labeled or colored to distinguish use - Leak proof - Not more than $\frac{3}{4}$ full

V. EMPLOYEE HEALTH & WELL-BEING

To prevent the spread of infectious diseases between people, person-to-herd, herd-to-person, and animal-to-animal, follow the steps A-F outlined below and include these components in the employee health policy.

A. Employee Vaccination Guidelines

Your local health jurisdiction can provide more information on current vaccine recommendations and availability in your community.

EMPLOYEE VACCINATIONS

Recommended	Required	Check the box for those items that apply to your farm
☐	☐	Tetanus
☐	☐	Seasonal Flu
☐	☐	COVID 19
☐	☐	Other:
☐	☐	Other:

B. Worker illness communication

Workers should avoid coming to work when ill.

WORKER ILLNESS COMMUNICATION

Check box to confirm employee training in case of illness

☐	Employees are trained to notify their supervisor when ill
☐	Employees are trained to avoid coming to work if fever or vomiting have occurred in the last 24 hours, or if you feel too ill to work and notify their supervisor

In case of an animal or human disease outbreak, additional symptoms of concern may be identified. Work with your local health jurisdiction to determine symptoms of concern requiring isolation or reporting during an outbreak.

C. Worker protection & herd illness

For day-to-day operations, the farm has a communication plan with the farm health & safety manager in the case of herd illness. This process will change in the event of an outbreak and will be addressed in the Emergency Action Plan section below.

WORKER PROTECTION & HERD ILLNESS

Check box to confirm communication in case of herd illness

☐	If a herd illness occurs that could affect worker health, the herd health team will be in communication with the human health point person.
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D. Paid Sick Leave and Paid Time Off

The IPC Plan confirms employees are aware of sick leave and paid time off available to them.

EMPLOYEE SICK LEAVE & TIME OFF

Check box to which of these apply for your farm

☐	General purpose time off which can be used for vacation and sick leave
☐	Time off identified for sick time off and employees are reminded that sick time is available to them
☐	Employees are reminded that sick time is available to them

E. Return to Work Policies & Procedures

The IPC Plan confirms documentation, location of documents, and that employees have been trained. Each farm should provide sick workers with information on the farm's return-to-work policies and procedures.

EMPLOYEE RETURN-TO-WORK POLICIES & PROCEDURES	
Check box to which of these apply for your farm	
☐	Clear steps are in place for resuming duties after illness or injury
☐	Reasonable "return-to-work" accommodations implemented based on employee's healthcare provider recommendations

F. Worker Well-Being Beyond the Farm

Provide resources for supporting well-being both inside and outside the farm.

WORKER WELL-BEING	
Support, information, & resources available for psychological impact and stress from infectious disease outbreaks and response on the farm.	
☐	Worker well-being resources available
☐	Location of Available Information & Resources in Community ☐ Posted on farm bulletin boards ☐ Included in onboarding materials ☐ Taught in employee trainings ☐ Other format: _____

VI. INFECTION REPORTING, NOTIFICATION, & RECORDS MANAGEMENT

The IPC Plan confirms these requirements are documented, employees are trained, and procedures are followed.

A. Employee record keeping and management

Keeping employee records up to date on a dairy farm is essential for health, safety, compliance, and operational efficiency. Keeping records current is not just about paperwork, it is a foundational practice that supports a healthy workforce, safe animals, and a productive dairy operation.

Up-to-date personnel records help ensure emergency contacts are available for health care in the event of workplace injury or illness. Accurate records enables quick identification of potentially exposed workers during disease outbreaks. Up-to-date training records help ensure workers are prepared to handle hazards safely (e.g., handling sharps, working in

confined spaces). Complete training records also help track participation in training on IPC protocols, such as hand hygiene or PPE use (e.g., respirator fit-testing).

RECORD KEEPING & MANAGEMENT

Check box to confirm up to date record keeping

- | | |
|--------------------------|--|
| ☐ | Employee training records are up-to-date |
| ☐ | Employee PPE requirements are tracked and up-to-date |
| ☐ | Confidentiality policy is documented and communicated to employees regarding medical information |

B. Recording infectious disease on the OSHA 300 Log

If a medical evaluation of the employee or public health investigation determines that an infectious disease is likely work-related, the Farm Health and Safety manager or record keeper will record a workplace illness on the farm's OSHA 300 log – meeting requirements for this recording.

FOLLOWING OSHA 300 LOG POLICIES

Check the box for those items which apply to your farm in case of infection

- | | |
|--------------------------|---|
| ☐ | Farm has OSHA 300 log, provide location of log: _____ |
| ☐ | Farm is compliant with recording employee illnesses on OSHA 300 log |

C. Incident Reporting

In the event of an isolated illness, the employee should report symptoms or diagnosis to the primary contact as noted above.

Employers must report to L&I DOSH any fatalities or inpatient hospitalizations from work-related infectious disease within eight hours. For more information on reporting, see [L&I DOSH's website](#).

Employers may be contacted if the local health jurisdiction investigates a case or outbreak of suspected or confirmed infectious disease (see Outbreak reporting below).

D. Needlestick Incident

NEEDLESTICK INCIDENT POLICIES

Check the box for those items which apply to your farm in case of needlestick

☐	Employees are trained on needlestick response - Report to supervisor - Seek medical care
☐	Employees aware of L&I compensation for treatment in case of potential work-related exposure - https://lni.wa.gov/patient-care/treating-patients/communicable-diseases/#policy

Confirm policies and employee training in the case of a needlestick.

VII. EMERGENCY ACTION PLAN

Every dairy farm should have a documented and communicated Emergency Communication Plan.

A. Emergency Personal Protective Equipment (PPE) Stock

An emergency supply of PPE should be ordered and stored in the event of an infectious disease outbreak. Workers can utilize this stock of PPE upon suspicion of – and while awaiting results from – infectious disease testing.

EMERGENCY PPE STOCK

Check the box for those items which apply to your emergency PPE stock

☐	Management has in stock full sets of PPE to cover: number of employees x 3 days x 3 changes
☐	The IPC Point Person is responsible for checking the expiration date of PPE yearly Last Check: <u> / / </u>

B. Emergency Communication Plan

In the case of a suspected outbreak of infectious disease in employees (two or more employees sick from the same source), the Farm Health and Safety Manager should contact the Local Health Jurisdiction (LHJ) for advice regarding response. If animal infection is suspected, the Department of Agriculture should be contacted. Producer groups and/or extension offices may have additional support or resources available.

FARM EMERGENCY CONTACT LIST	
Check	Provide Contacts in Case of Outbreak
☐	Local Health Jurisdiction (LHJ) - Contact Name or Program - Contact Phone
☐	Washington State Department of Agriculture (WSDA) - Contact Name or Program - Contact Phone
☐	Producer Groups - Contact Name - Contact Phone
☐	Land Grant University-based Cooperative Extension - Contact Name - Contact Phone
☐	Other - Contact Name - Contact Phone

C. Outbreak Reporting

In the event of a known or suspected outbreak of infectious disease among employees, the local public health jurisdiction should be notified, refer to **Component 7: Emergency Action Plan** at the end of this document. In the case of an infectious disease emergency declared by the Governor or President, the employer may also be required to report outbreaks to L&I DOSH.

OUTBREAK REPORTING	
Check the box for those items which apply to your farm in case of outbreak	
☐	Farm emergency action plan includes who from public health is to be notified in case of outbreak
☐	In event of outbreak of infectious disease, local public health officials are notified

VIII. EMPLOYEE IPC EDUCATION & TRAINING

Topics such as zoonotic diseases, known infectious hazards, hand hygiene, and PPE should be integrated into your farm's health and safety trainings

A. Employee Education Languages

Training and training materials are to be provided in the employees' preferred language.

TRAINING OCCURS IN NECESSARY LANGUAGES ON FARM	
Check	Training and training materials are provided in the following languages
☐	-English
☐	-Spanish
☐	-Other:

B. Employee Education Topics and Frequency

Training should occur with regularity to ensure worker understanding of why it's important to follow best practice guidelines. Training will be provided to all employees when:

- New employees are hired or start working in a new area on farm
- Hazards arise
- Changes in the IPC Plan
- The farm determines there is a need for training

(see next page)

IPC Plan for Dairy Farms



EMPLOYEE TRAINING TOPICS & FREQUENCY		
Check if provided	Health topics covered in training	Circle when training occurs
☐	Zoonotic diseases, transmission, health impact, and controls	On boarding As needed Monthly Quarterly Annually
☐	Hand hygiene and standard precautions	On boarding As needed Monthly Quarterly Annually
☐	PPE use (proper fit, donning, doffing, when to use)	On boarding As needed Monthly Quarterly Annually
☐	Worker health and wellness	On boarding As needed Monthly Quarterly Annually
☐	Washington Labor & Industries, workers' rights and injury and illness reporting	On boarding As needed Monthly Quarterly Annually
☐	Sharps injury prevention (for necessary employees)	On boarding As needed Monthly Quarterly Annually
☐	Other health topic(s) the farm wishes to include: _____ _____ _____	On boarding As needed Monthly Quarterly Annually

C. Posted Materials on the Farm

Posters and fact sheets on infection prevention topics such as hand hygiene will be displayed on the farm in the following locations:

TRAINING POSTERS & MATERIALS

Check	Confirm the following use of Posters & Locations
☐	Infection sources and types - Locations
☐	Handwashing - Locations
☐	PPE types and use - Locations
☐	Sharps - Locations

IX: FINAL FARM COMMITMENT

FARM OWNER/MANAGER RESPONSIBILITIES

Check the boxes to confirm Farm Owner & Manager Responsibilities are understood and included in policies, training, and regular communication:

☐	Make employee health and safety a core part of farm policy
☐	Implement appropriate infection control measures
☐	Design work to reduce risks and support wellness
☐	Involve workers in planning and decision-making
☐	Train employees in work policies, illness prevention, and reporting procedures
☐	Protect worker privacy

EMPLOYEE EXPECTATIONS

Check the box to confirm employee expectations and rules have been communicated in policies, training, and regular communication:

☐	Following exposure controls, work practices, and PPE policies
☐	Attending and participating in all required training
☐	Awareness of areas and tasks and risk of exposure to infectious diseases from animals or co-workers
☐	Understanding of responsibilities for communicating concerns to management
☐	Protecting themselves, families, and the community by following IPC guidelines

IPC Plan for Dairy Farms



This document has been reviewed by:

NAME, ROLE _____ SIGNATURE _____ DATE _____

NAME, ROLE _____ SIGNATURE _____ DATE _____

Place an up-to-date copy of this IPC Plan at the following location: _____

Funding and support for this project has been provided by the State of Washington, Department of Labor & Industries, Safety & Health Investment Projects.