

Model IPM Plan

Revised: _____

YOUR FACILITY NAME HERE

IPM Plan

YOUR NAME

YOUR TITLE (e.g., Chief Operating Officer)

YOUR FACILITY NAME

YOUR ADDRESS

YOUR PHONE, FAX, EMAIL

INTRODUCTION

Pests are populations of living organism (animals, plants, or microorganism) that interfere with use of healthcare and other facilities for human purposes.

Integrated Pest Management (IPM) is an approach that establishes a sustainable approach to managing pests by combining biological, cultural, physical and, as a last resort, chemical tools in a way that minimizes economic, health and environmental risks.

YOUR FACILITY NAME HERE has adopted this Integrated Pest Management Plan for the buildings and grounds YOUR FACILITY NAME HERE manages. The plan outlines procedures to be followed to protect the health and safety of staff, patients and visitors from pest and pesticide hazards. The plan is designed to voluntarily comply with policies and regulations promulgated by the Department of Agriculture for public buildings and health care facilities.

Objectives of this IPM plan include:

- Elimination of significant threats caused by pests to the health and safety of patients, staff and the public.
- Prevention of loss or damage to structures or property by pests.
- Protection of environmental quality inside and outside buildings.

This IPM plan will be stored in the office of the IPM Coordinator.

IPM COORDINATOR

The Chief Operating Officer (COO) or designee shall be YOUR FACILITY NAME HERE'S IPM Coordinator and be responsible to implement the IPM plan and to coordinate pest management-related communications between YOUR FACILITY NAME HERE, its landlords, service providers, staff and patients.

The COO shall designate an employee at each YOUR FACILITY NAME HERE-managed facility to serve as the IPM Site Coordinator for the site.

IPM COMMITTEE

YOUR FACILITY NAME HERE will maintain an IPM or other safety-related committee with responsibility for annual review of the IPM program and for assisting the IPM Coordinator in resolving pest-related issues. The committee will address IPM issues as needed and at least annually. Minutes will be taken of committee meetings and kept on file by the IPM Coordinator. Membership will include the IPM Coordinator and IPM Site Coordinators, and may also include community members, health advocates, patients and representatives from the Maryland IPM program.

POSTING AND NOTIFICATION OF PESTICIDE APPLICATIONS

The IPM Coordinator shall be responsible to annually notify patients and guardians of the procedures for requesting notification of planned and emergency applications of pesticides in facility buildings and on facility grounds.

When pesticide applications are scheduled in YOUR FACILITY NAME HERE-managed buildings or on grounds, YOUR FACILITY NAME HERE Service Providers and staff shall provide notification in accordance with law, including:

1. Posting in an appropriate area a pest control information sign with the date, time and location of the application, the product applied and the availability of adverse effects information, and including contact information for additional details.
2. Providing this information to all individuals working in the building.
3. Providing this information to all patients and guardians who have requested notification of individual applications of pesticides.

Where pests pose an immediate threat to the health and safety of patients or employees, YOUR FACILITY NAME HERE may authorize an emergency pesticide application and shall notify by telephone any guardian who has requested such notification. Disinfectants, anti-microbials and self-contained or gel-type pesticide baits applied in inaccessible areas are exempt from posting, notification and the 7-hour reentry requirement.

RECORD KEEPING & PUBLIC ACCESS TO INFORMATION

YOUR FACILITY NAME HERE will maintain records of all Service Provider visits and pest control treatments for at least three (3) years. Information regarding pest management activities will be made available to the public at the YOUR FACILITY NAME HERE's administrative office. Requests to be notified of pesticide applications may also be made to this office. All guardians will be informed of their option to receive notification of all pesticide applications at enrollment and once annually.

TRAINING

All YOUR FACILITY NAME HERE staff will be provided with training on YOUR FACILITY NAME HERE's IPM policy at hire and during annual update training. Training will include the rationale for the IPM policy and program and specific elements including use of the pest-sighting log and prohibition on pesticide applications by non-certified individuals.

Additionally, designated staff including the IPM Coordinator, IPM Site Coordinators and those who conduct regular inspections of YOUR FACILITY NAME HERE facilities will receive advanced training on identifying pest infestations and pest-conducive conditions. This training will improve the ability of YOUR FACILITY NAME HERE staff to oversee Service Providers and YOUR FACILITY NAME HERE staff compliance with YOUR FACILITY NAME HERE's IPM policy and plan.

GENERAL IPM STRATEGIES

Pest management strategies may include education, exclusion, sanitation, maintenance, biological and mechanical controls, and pre-approved, site-appropriate pesticides.

An Integrated Pest Management decision at YOUR FACILITY NAME HERE shall consist of the following steps:

1. Identify pest species.
2. Estimate pest populations and compare to established action thresholds.
3. Select the appropriate management tactics based on current on-site information and the following procedure:
 - Structural and procedural modifications to reduce food, water, harborage and access used by pests.
 - Non-pesticide technologies such as trapping and monitoring devices.
 - Coordination among all facilities management programs that have a bearing on the pest control effort.
 - As a last resort, pesticide compounds, formulations and application methods that present the lowest potential hazard to humans and the environment.
4. Assess effectiveness of pest management.
5. Keep appropriate records.

Decisions concerning whether or not pesticides should be applied in a given situation will be based on a review of all available options. Efforts will be made to avoid the use of pesticides

by adequate pest proofing of facilities, good sanitation practices, selection of pest-resistant plant materials, and appropriate horticultural practices. YOUR FACILITY NAME HERE embraces the state of Maryland's definition of IPM in its IPM and School Law: "(a) (6) "Integrated Pest Management" means a managed pest control program in which methods are integrated and used to keep pests from causing economic, health related, or aesthetic injury through the utilization of site or pest inspections, pest population monitoring, evaluating the need for control, and the use of one or more pest control methods including sanitation, structural, repair, non-chemical methods, and when non-toxic options are unreasonable or have been exhausted pesticides in order to a) Minimize the use of pesticides and b) Minimize the risk to human health and the environment associated with pesticide applications." (MD Agric. Code Ann., 5-208.1)

When it is determined that a pesticide must be used in order to meet pest management objectives, the least-hazardous material, adequate for the job, will be chosen.

All pesticide storage, transportation, and application will be conducted in accordance with the requirement of the Federal Insecticide, Fungicide, and Rodenticide Act (7 United States Code 136 et seq.), Environmental Protection Agency regulations in 40 CFR, Occupational Safety and Health Administration regulations, YOUR FACILITY NAME HERE policies and procedures, and local ordinances.

No person shall apply, store, or dispose of any pesticide on YOUR FACILITY NAME HERE-managed property without an appropriate pesticide applicator license. All pesticide applicators will be trained in the principles and practices of IPM and the use of pesticides approved for use by YOUR FACILITY NAME HERE. All applicators must comply with the IPM policy and follow appropriate regulations and label precautions when using pesticides in or around YOUR FACILITY NAME HERE facilities.

Pest-specific strategies will be included in the IPM Program Specifications provided to each service provider.

YOUR FACILITY NAME HERE SERVICE PROVIDER ROLES

YOUR FACILITY NAME HERE service providers including cleaning, pest control and landscape maintenance will be guided by written and signed contracts including YOUR FACILITY NAME HERE-developed IPM program specifications for structural pest control providers.

Service providers will be directed to provide special attention to pest-vulnerable areas including food storage, preparation and serving areas; washrooms; custodial closets; mechanical rooms and entryways into the building.

Service providers or other IPM experts will be asked to provide input on any YOUR FACILITY NAME HERE facility renovation or reconstruction projects including reviewing plans for pest-

conducive conditions, suggesting pest-proofing measures and inspecting construction where applicable to prevent and avoid pest problems.

YOUR FACILITY NAME HERE STAFF ROLES

YOUR FACILITY NAME HERE administration will provide support to assist the IPM Coordinator in maintaining an IPM program that relies on minimal pesticide use. Such support will include efforts to promptly address any structural, horticultural, or sanitation changes recommended by the coordinator to reduce or prevent pest problems.

Furthermore, YOUR FACILITY NAME HERE administration will assist the Coordinator in developing and delivering materials and programs for staff, students, and the public to educate them about the importance of good sanitation and pest control.

The facility director is responsible for ensuring staff compliance with the IPM policy and plan, including the attached check list.

PEST-SPECIFIC STRATEGIES

The following strategies will be used for frequently encountered pests:

1. ANTS

- a. Ants will be identified to species to aid in locating nesting sites, preferred food, habits and appropriate baits when necessary.
- b. Ants inside buildings will be cleaned up with soapy water, including the areas ants are traversing to eliminate any pheromone recruiting trail, which ants deposit to help other ants find the location of food and water sources.
- c. Maintenance will be informed and the opening providing entry for ants into the building will be located and repaired.
- d. Building and room occupants will be informed of any action they need to take to prevent future problems, e.g., cleaning up spilled food or drink more promptly or thoroughly, storing food in sealed containers, repairing leaking or dripping pipes or faucets, etc.
- e. If the above steps fail to correct the problem, the contractor will inform the IPM Coordinator and discuss additional steps, such as more extensive repairs, changes in the food policy, changes in exterior landscaping to remove ant habitat, or the last resort option involving the selection of least-toxic pesticide baits or gels, preferably in manufactured tamper-resistant bait stations placed in areas inaccessible to children or other building occupants.

ADD MORE PESTS AS APPROPRIATE.

IPM CHECKLIST FOR YOUR FACILITY NAME HERE

Facility:

Date:

Completed by:

Interior

- ___ 1. Pest problems, pest sighting and pest-conducive conditions are being reported to the facility director or their designee, and also to the pest sighting log located at the facility. These are minimal with no ongoing pest problems such as active mice infestations.
- ___ 2. Inspection aisles at least 4" wide are maintained between stored goods or appliances and walls, shelving units, etc. so that pest control and cleaning service providers can gain access for visual inspection and cleaning.
- ___ 3. Clutter is minimal including cardboard boxes, items not used for more than one year, etc., throughout the building including closets, cupboards, drawers, staff lockers.
- ___ 4. Potential pest food sources including snack food and craft materials are stored in tightly sealed containers, preferably plastic.
- ___ 5. Eating is limited to designated areas that can be thoroughly cleaned on a daily basis. Eating in rooms other than cafeterias or other designated areas is ok if necessary, but these eating areas should be limited within the room and receive special daily attention for cleaning.
- ___ 6. Toasters, refrigerators, ovens, microwaves, coffee pots and other food-related appliances and equipment are clean, including underneath, behind and on top.
- ___ 7. Surfaces in food preparation and serving areas are free of any grease deposits.
- ___ 8. Empty food/beverage containers to be recycled are rinsed before storage, stored refrigerated or stored in pest-proof containers.
- ___ 9. Food-contaminated dishes, utensils, surfaces are cleaned at the end of each day.
- ___ 10. Indoor garbage is kept in lined, covered containers and emptied daily.

- ___ 11. Wiping cloths are disposable or laundered daily.
- ___ 12. Upholstered furniture, couches, chairs, pillows, bean bags, cushions, or furnishings that cannot be moved for cleaning are not present, especially in areas where food is served, or are clean inside and out.
- ___ 13. Plants in buildings are healthy and not over watered.
- ___ 14. Pets are healthy and cages, tanks, etc are clean. Pet food is stored in tightly sealed containers, preferably plastic.
- ___ 15. Mops and mop buckets are properly stored (e.g., mops hung upside down, buckets empty).

Exterior

- ___ 1. Building foundations, eaves, walls and roofs are free of leaves, vines and debris, pest activity (including birds and squirrels), water puddling.
- ___ 2. Vegetation, shrubs and wood mulch are at least 12 inches away from exterior walls.
- ___ 3. Tree limbs and branches that might provide vertebrate pest access to structures are maintained at least 6 ft. away from structures (10 ft. if tree squirrels are a problem).
- ___ 4. Exterior doors throughout the building are kept shut when not in use.
- ___ 5. Window and vent screens are in good repair.
- ___ 6. Weather stripping and door sweeps on exterior doors are in good condition.
- ___ 7. Garbage cans, dumpsters and dumpster area are clean and in good condition, with lids that close, and are placed away from the building and building entranceway.
- ___ 8. Food waste from preparation and serving areas is in sealed plastic bags inside a dumpster or garbage can.