

**Cottonwood, Inc.  
Policies and Procedures**

**SECTION:** Residential

**POLICY NO:** 30-022

**SUBJECT:** Handling of Laundry

**EFFECTIVE DATE:** July 1987

**Policy:**

Cottonwood, Inc. will provide laundry facilities in all owned or leased sites. Staff will be responsible for cleaning and disinfecting laundry facilities. Consumers living in privately leased sites will have access to laundry facilities within the community.

**Procedures:**

1. Each consumer will possess their own laundry basket or hamper. This basket will be kept in their bedroom, unless circumstances require an alternate location. A laundry schedule will be developed to accommodate consumer preference and ensure that laundry is done at least one time weekly. Individuals will complete their laundry separately from others to ensure sanitation. When applicable, staff will provide assistance in the mastering of laundry skills. Staff will be responsible for making sure laundry has been completed separately and properly.
2. To ensure infection control, laundry that has been soiled by bodily fluids or waste will be washed separately and as quickly as possible with a disinfecting agent. If possible, consumers should handle their own laundry. Staff will encourage the consumer to wash their hands after handling soiled laundry or to use disposable gloves. If staff assists with laundry, they will use disposable gloves as dictated by universal precautions.