I. PURPOSE

Ice machines and ice storage chests may become contaminated from a variety of sources, including unhygienic manipulations by personnel, micro-organisms naturally occurring in potable water sources, colonization of ice machines by these water-borne micro-organisms, or improper storage or handling of ice. The purpose of this policy is to describe the process for maintaining clean and sanitary ice storage in the facility.

II. POLICY

An ice machine is preferred to dispense ice when possible. In the event of a breakdown of the ice machines, an ice chest is used to deliver ice for consumption in the cleanest manner possible.

III. PROCEDURE

Ice Machine Use:

1. Use an ice machine to dispense ice when possible.
2. All personnel handling ice will:
   a. Wash hands before obtaining ice.
   b. Will not handle ice with hands.
3. To dispense ice for patients, a disposable water pitcher that is:
   a. Labeled with the patient’s name and room number will be used for each patient.
   b. Will be discarded after patient discharge or more often if visibly soiled or damaged.
4. Water pitchers will be filled directly from the ice machine’s dispenser.

Ice Chest Use:

1. Use only clean ice chest and scoop
2. Ice scoop must be kept on a clean tray or on a keeper chain short enough to keep the scoop from touching the floor.
3. All personnel handling ice will:
   a. Wash hands before obtaining ice.
   b. Hold the ice scoop by the handle; do not touch other parts of the scoop.
   c. Not handle ice with hands.
   d. Not return unused ice to the chest.
4. Doors to the chest must be kept closed except when removing ice.
Cleaning and Maintenance of Ice Machines:

1. The ice machine exterior, including the delivery system and trays are cleaned as needed with a hospital approved ice machine cleaner.
2. The Engineering Department will perform preventative maintenance including cleaning condensers, flushing lines, and rinsing bins in accordance with the manufacturer’s recommendation. In addition, on a monthly schedule, disconnect ice machines, and discard all ice. Disassemble removable parts of the machine that come in contact with the water used to make ice.
3. Thoroughly clean the machine and the parts.
4. Check for the need of possible repair of any portion of the machine.
5. Inspect for insect or rodent infestation under the unit, and treat if necessary.
6. Circulate a 100-ppm chlorine solution (8 ml of sodium hypochlorite bleach per gallon of tap water) throughout the entire ice making machine.
7. Let the chloride solution remain in the machine for at least two (2) hours.
8. Remove the chloride solution, flushing the system with fresh tap water.

Cleaning of Ice Chest
1. Ice chest interior and exterior, scoop and tray or container is cleaned and sanitized daily.
2. Remove and discard all ice from the chest.
3. Scrub all interior and exterior surfaces with liquid detergent soap and water.
4. Rinse all surfaces with fresh tap water.
5. Rinse all surfaces with 10 to 100 – ppm chloride solution (1 to 8 ml of sodium hypochlorite bleach per gallon of tap water).
6. Allow all surfaces to dry completely.
7. Scoop and tray or container will be sanitized in the dishwasher.

REFERENCES: