



Bedbug Response flow chart

Facilities Worker receives request or assignment such as handling/moving:

- Abandoned furniture
- Bed sheets, mattresses, box springs, bed frame and headboard
- Couches, chairs, dust covers
- Rugs and carpet
- Curtains, paintings, posters
- Telephones, radios and clocks

Facilities worker conducts a visual inspection of the item for signs of bed bugs, their eggs and fecal matter spots.

Building Occupants (e.g. Non-facilities workers)

Are there signs of bed bugs?

No

Facilities Worker completes task.

Yes

Are there signs of bed bugs?

No

End

Worker contacts their supervisor immediately.

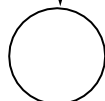
Supervisor

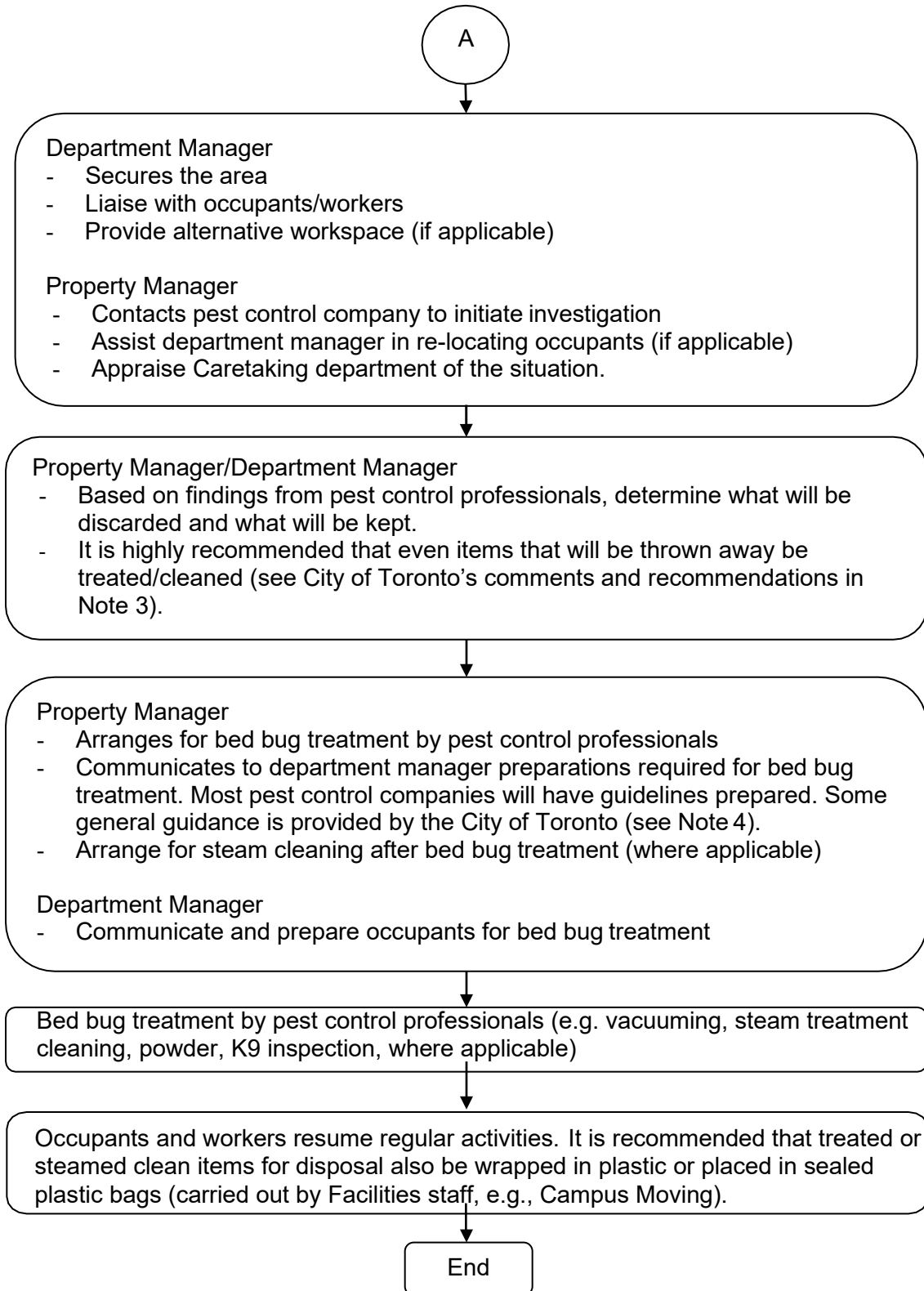
- Informs property manager and department manager
- Property Manager contacts trained pest management professional to inspect for bed bugs in reported location(s) and actions a plan to treat for infestation if applicable.
- Department notifies staff of findings and treatment. If possible, secure area to prevent access.
- See also resources from the City of Toronto (Note 1).

Worker/occupant

- Inspects their own clothing, bags, boxes, lockers, desks for signs, etc. for bedbugs.
- If there are signs of bed bug contamination on their clothing (including hat and shoes), dispose of the clothing or wash in hot water and place in dryer on high heat for 30 minutes. Place contaminated clothing in plastic bags (double bag) and seal until they can be disposed of or washed. Also see Note 2.

August 18, 2022





August 18, 2022



Notes:

1. City of Toronto Factsheets on bed bugs:
<http://www.toronto.ca/health/bedbugs/factsheets.htm>
2. It is recommended that worker who are most likely to encounter bed bugs in their jobs maintain another set of clothing at the workplace.
3. The City of Toronto indicates that simple disposal of infested items is NOT a sound approach to bed bug control as re-infestation can occur easily and bed bugs may be spread in the processing of removing the furniture, etc. If the decision to throw out bed bug infested furniture/items is made, these are the City's recommendations:
 - Take apart, deface or damage the items so it cannot be re-used (i.e. make it unappealing for 3rd parties). Mattresses should be slashed or otherwise damaged to make it unusable and wrapped.
 - Wrap furniture in plastic so bed bugs cannot escape. This should be done in the unit before the mattress is removed.
 - Put in trash shortly before pick-up so it does not sit unattended for a long time.

If workers are to handle bed bug infested items, the following recommendations are made (by EHS):

1. Wear disposable PPE: disposable hooded tyvek coveralls (head to toe), disposable shoes covers and disposable gloves are recommended. Double bag these items when done for disposal.
 2. Wash clothes in hot water and then dry on high heat for at least 30 minutes. If it is not possible to wash the clothes immediately after, store clothing in sealed sturdy plastic bags (double bag) until they can be washed. If clothing is to be discarded, seal in plastic bag and follow instructions above for furniture.
 3. Shoes should be carefully inspected.
 4. Practice good hygiene (washing hands with soap and water before eating, drinking, smoking).
4. City of Toronto Bed Bug Treatment Preparations (includes checklists for Tenants and Property Managers): <http://www.toronto.ca/health/bedbugs/treatprepfactsheet.htm>

August 18, 2022