

# POLICIES AND PROCEDURES MANUAL

KEYSTONE COMMUNITY RESOURCES, INC.

KEYSTONE INDEPENDENT LIVING, INC.

**Policy Title:**

Physical site- Sanitation

**Chapter:**

10

**Effective Date:**

10/25/1999

**Revision Date:****Policy Number:**

10-113-004

Executive Director

## SCOPE:

- Chapter 3800 – Child Residential and Day Treatment Facilities

## INTRODUCTION:

1. Sanitary conditions shall be maintained.
2. There may be no evidence of infestation of insects or rodents in the Keystone facility.
3. Trash shall be removed from the premises at least once a week.
4. Trash in the kitchens and bathrooms shall be kept in covered trash receptacles that prevent the penetration of insects and rodents.

## DISCUSSION: