



Delaware State University

University Area(s) Responsible: Office of Student Affairs& Enrollment Services

Policy Number & Name: 6-27 Bed Bug Policy

Approval Date: 01/19/2016

Next Review Date: 01/19/2018

I. Purpose

This policy provides the Delaware State University (“the University”) community guidelines for the prevention and management of a bed bug infestation.

II. Scope and Applicability

This policy applies to all Residence Hall belonging to the University.

III. Policy

Bed bugs are a serious community issue and ALL students are expected to comply with all instructions given to them by Department of Housing and Residential Education (“DHRE”) and/or Facilities Management if bed bugs have been confirmed within their living space.

DHRE and Facilities Management are committed to an effective and efficient response to students who suspect they may have bed bugs. For the safety and comfort of all students living in the residence halls, our staff will adhere to the following guidelines:

1. Prior to the beginning of the fall and spring semesters, Facilities Management will have all residence halls inspected by an exterminator to ensure that no bed bugs are present.
2. If a student suspects that he/she may have bed bugs, they should contact their Resident Director. The Resident Director will then contact Facilities Management in order to determine the appropriate course of action.
3. If the student believes he/she may have bedbug bites, the Resident Director will inform the student that they should go to Student Health Services Office for evaluation and treatment.

4. Student Health Services will inform the DHRE if that in their professional opinion the student's bites are from bed bugs.
5. DHRE will contact Facilities Management to make notification of a possible bed bug infestation.
6. Facilities Management will contact an exterminator to perform a thorough inspection to determine the presence of bed bugs. Only the University's licensed exterminator can confirm or deny the presence of bed bugs, no other party may make that determination.
7. If it is NOT a confirmed case, no further action is taken.
8. If it is a confirmed case, the following process will begin:
 - a. DHRE will notify Facilities as soon as possible so the exterminator can be dispatched to the location to perform a bed bug eradication treatment in the room/suite in question. Facilities Management will also take the necessary steps to ensure that the sprinkler system in the affected room/apartment has been taken offline prior to any heat treatment by the exterminator and placed back online after the treatment has been completed. Please note that if a student should notify DHRE after normal working hours, the Facilities staff will be contacted the next work day. It is recommended that students contact DHRE as early on a regular business day as possible. The exterminator cannot be dispatched on weekends or holidays.
 - b. Students who report suspected bed bugs on a work day when the exterminator can be dispatched within 24 hours will NOT be granted an immediate temporary room change, nor will they be issued a new mattress UNTIL the exterminator has completed the inspection and submitted the findings. This is CRUCIAL so that we can prevent the spread of bed bugs if they are found to be in the student's room and belongings.
 - c. If the exterminator is unable to respond to the student's room to inspect within 24 hours, DHRE may be able to provide a temporary location in which the student can sleep until the inspection can take place. This is based on the availability of space within the residence halls. If there is no residence hall space is available, the University will have full discretion to identify alternative temporary housing for the displaced student. Any student who is given a temporary relocation is required to wash and dry whatever clothing they need to take with them for the night. Upon doing that, the student should shower and put on clean clothes, and seal soiled clothing in a plastic bag until it can be properly washed. Clean laundry and linens is all the students can take to the temp room. We want to ensure that if there are bed bugs in the student's room, they do not travel to another room with the student.

- d. Students may not, at any time, deny the exterminator or Facilities staff access to their living space (including their bedroom, suite common space, kitchenette, bathroom, etc.)

IV. Treatment Process

A. Inspection

1. Once an area has been identified as a potential problem, the University will engage the services of an exterminator to inspect the area. A thorough inspection of the room will include, but not be limited to, the mattress, bed frame, closet, desk, clothing, and any luggage. This investigation may require several hours as bedbugs are difficult to locate.
2. If an infestation of bedbugs is not found, the area may be treated for any other pest problems that are identified. As with any health issue, if residents continue to experience a skin outbreak, they should seek treatment at Student Health Services or from their own physician.

B. Treatment

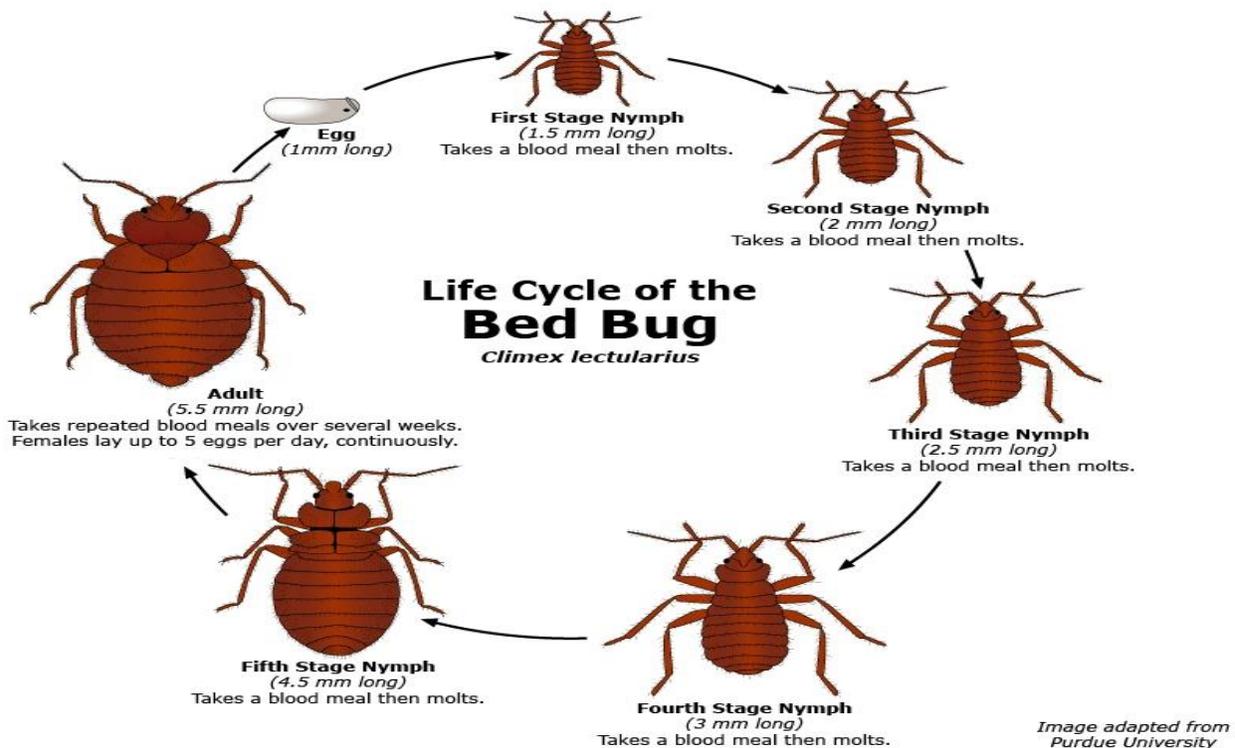
1. All floors must be cleared of any personal items in preparation for treatment. All items must be placed in sealed plastic bags.
2. Based on the inspection, the mattress will either be treated or removed in sealed plastic.
3. Inspection and potential treatment may include rooms immediately surrounding (including above, below, left, right, and across) the target room. This is a precautionary technique and residents in these rooms are not required to follow the laundry recommendations unless they too have signs of bedbugs.
4. Treatment of infested areas may take more than one application. Follow-up inspections may be necessary.
5. High heat is the current preferred method of treating a bed bug infestation. However, if any pesticides are used, Facilities Management will verify that they are safe for indoor use.

C. Post Treatment

1. All clothing and bedding should be laundered. Bedding should be folded into the middle and then bagged to avoid dropping bedbugs. Place items directly from the bag to the washer and, if possible, dump directly from the bag inside the washer. Tie the bag inside another clean bag sealed and dispose of them. If it is not possible to launder items, they should be placed in a hot clothes dryer for 30 minutes. After cleaning, **ALL laundry** should be placed in **NEW** plastic bags to be returned to the room.
2. Items that cannot be laundered or placed in the dryer may need to be disposed of, as they cannot be treated with pesticides. Consult with Facilities Management before disposal.

3. The Residence Hall Director will meet with roommates to resolve any conflicts due to the pest issues.
4. Follow-up inspections will be performed as necessary to ensure complete eradication. Generally, two follow-ups are needed.
5. If any new bites are found after full treatment, residents should notify their Resident Director immediately and visit Student Health Services for evaluation and treatment.

BED BUG FACTS



- **About the Bug** - Bedbugs are parasites that preferentially feed on humans. In the past decade, bedbugs have made a comeback across the United States, mainly due to the removal of DDT previously used by exterminators to control this pest. Bedbug infestations usually are not a reflection of poor hygiene or bad housekeeping, although clutter will provide more places for the bugs to hide.
- **Life Cycle** – Adults are reddish brown, flattened oval and wingless. They are visible to the naked eye, about the size of an apple seed or lentil. Nymphs and adults can live up to 18 months without food (blood). The adult's lifespan may encompass 12-18 months. Three or more generations can occur each year.
- **Habits** - Bedbugs are fast moving insects. They feed mostly at night when their host is asleep. After feeding, they then crawl away to a hiding place to digest the meal. Bedbugs hide during the day in dark, protected sites. They can hide almost anywhere in a room including bedding, carpets, wooden holes and electrical outlets. They usually congregate in groups.
- **Injury** -The bite is normally painless but may cause swelling in some people. Rows of three or more bites are characteristic signs of bedbugs. However, it is extremely difficult to determine an infestation by bites alone. ***Bedbugs are not known to transmit disease.***
- **Revealing Signs** –A bedbug infestation may be recognized by blood stains from crushed bugs or by rusty (sometimes dark) spots of excrement on sheets and mattresses, bed clothes, and walls.
- **Control Measures** – All reports of potential bedbugs will be treated with respect. A licensed exterminator will work with the resident to provide the best treatment program possible in order to eliminate the pest. Several treatments may be necessary to ensure complete eradication.
- **Prevention** – Bedbugs rely on people to bring them to new locations. It is important to carefully inspect clothing, luggage and furniture. Infested items **MUST** be bagged before removal to prevent shedding of the bugs and eggs while being dragged through common areas.