

# Residence Hall Bed Bug Procedures

Our Residence Hall staff are committed to an effective response to students who suspect they may have bed bugs. For the safety and comfort of all students living in the residence halls, the following procedures have been established.

1. When there is the possibility of a room with bed bugs, contact your RA or RM immediately.
2. If you have seen a bug, try to capture it with tape or a sealable container and give the specimen to the Student Life personnel for examination.
3. Once the specimen is confirmed to be a bed bug, you will be assigned a temporary room and bedding/pillows/blankets will be supplied. Your personal bedding and pillows should remain in your room for treatment.
4. It is imperative that **NOTHING** leave your room unless it is first treated. NOTE: Any food and items that are sensitive to high heat (soda cans, aerosol cans, laptops, electronics, and musical instruments) must be visually checked for bugs before being removed from room without heat treating.
5. Maintenance staff will deliver a Green Suitcase and heater for non-washable items (shoes, books, dry clean only items, etc.) that you need to take with you to your temporary room. Clear off a desk or table for staging treated items and the suitcase heater. This suitcase heater must remain in the room until further notice.



6. Using the suitcase and heater:

Follow instructions attached to heater carefully

- a. Place the items in the suitcase leaving an air space between items. This will also be used to treat the clothes that you will wear out of the room. DO NOT OVERFILL THE SUITCASE. Overfilling the suitcase will result in the items not being treated properly.
  - b. Plug in the heater and connect it to the suitcase.
  - c. Turn the thermostat and heater on once heater reaches 120 degrees then start the timer and let run 20-30 minutes per treatment cycle
  - d. Turn it off when it is done and leave it in the room.
7. Leave your bedding and take as little out of the room as possible. Bed tents should be up and out of the way.
8. If you need a dissolvable laundry bag to wash your clothes, let your RM know.
9. ALL personal items on the floor need to be picked up and placed on the beds to allow for even distribution of heat throughout the room. Only very heavy items should stay on the floor.
10. Refrigerators must be emptied, unplugged and placed in the bathroom before the room is treated. A refrigerator will be available in your temporary room.
11. Maintenance will seal and treat the room for a minimum of 72 hours at 120° after which they will inspect the room. It is imperative that you do not re-enter your room once treatment has started.
12. Once the treatment is completed, you will be notified to move back to your original room.
13. You will want to vacuum thoroughly before moving back in and arranging your room.