

# Sample Integrated Pest Management (IPM) Apartments

Establishments with high occupancy turnover rates are especially vulnerable to bed bug infestation but no place is safe from bed bugs. As a precaution all establishments should have an integrated pest management (IPM) plan in place.

**Preventive inspections** are the best way to uncover infestations in their initial stages when they are easiest to control. A good IPM plan includes:

- Training all employees to identify and inspect for bed bugs
- Thoroughly inspecting each unit after it has been vacated
- Implementing timely and thorough control when bed bugs are found
- Performing periodic follow-up inspections to ensure control is effective
- Incorporating a bed bug policy into the lease agreement and be very specific if this included evicting tenants, enforcing control at their expense, etc

## Inspecting for bed bugs

If using a professional pest control service, be sure to follow their pre-inspection procedures and incorporate their requirements into your IPM. If you are conducting a self-inspection of a vacated unit:

- Look for the insects, their cast skins, eggs and dark spots (bed bug excrement) on the mattress and box springs
- Check the bed frame and headboard.
- Use a flashlight to check behind and underneath furniture and woodwork and other possible hiding places.

Always inspect new and used furniture before bringing it inside.

Bed bugs usually stay near their source of food, but will crawl several feet to obtain a meal and can spread to adjacent rooms through cracks in the wall and door frames and along wires or pipes.

Nymphs (immature stages) can survive months without feeding and the adults can survive for more than a year without feeding. Closing up a place and removing their food will not rid the place of bed bugs.

### Other Possible Hiding Places

- Underneath chairs, couches and other furniture
- Pet bedding
- Between cushions of upholstered furniture
- Underneath area rugs and edges of carpets
- Between the folds of drapery or curtains
- In the drawers of night stands, dressers, etc.
- Behind baseboards
- Around the door and window casings
- Behind electrical switch plates
- Under loose wallpaper, paintings posters etc
- In cracks in the plaster
- In telephones, radios, clocks and similar places

## If a tenant complains of bed bugs:

1. Provide tenant with a copy of the bed bugs policy and the tenants' responsibilities within the IPM plan.
2. Reassure the tenant that bed bugs are not known to spread disease but that the apartment complex takes all bed bug complaints seriously.

3. Have the unit thoroughly inspected for bed bugs.
4. Provide customer with inspection results.

**If bed bugs are found:**

1. Notify tenants of all adjacent units and have their units inspected for bed bugs.
2. Treat all units in which bed bugs are found.

**PESTICIDES:**

- Only use products labeled for **bed bug control**.
  - If a product is labeled “restricted,” only a licensed pest control applicator or company may purchase or use it.
  - Read the labels carefully. Follow the instructions and application rates exactly and strictly adhere to all the manufactures’ instructions when applying pesticides.
  - NEVER spray pesticides on top of the mattresses or on sitting surfaces.
  - **Note:** routine spraying for other bugs is not an effective control measure for bed bugs.
3. Provide tenants with information about the type(s) of pesticides used.
  4. Make any repairs to eliminate bed bug shelters by:
    - Sealing crevices and cracks, especially concentrating on openings around pipes or wires.
    - Repair or remove peeling wallpaper
    - Tighten any loose light switch or electrical outlets.

**Recordkeeping**

Owners and operators should keep a written record of:

1. All bed bug complaints
  - a. Dates
  - b. Unit number(s)
  - c. Inspection results
  - d. Responses to complaints and results
  - e. Treatment and cleanup if applicable.
2. All route inspections
  - a. Dates
  - b. Unit number(s)
  - c. Inspection results
  - d. Treatment and cleanup if applicable.
3. Pesticide applications
  - a. Name of Company if using a professional pest control company
    - i. Request a copy of their license
    - ii. Request documentation of all the services they provided
  - b. Name of pesticide used
  - c. Quantity of pesticide used
  - d. Date(s) of pesticide used
  - e. Where pesticide was used

## Tenant's Responsibilities

Allow management access to the unit to conduct a complete bed bug inspection as soon as possible. All clutter must be removed from the unit so that all areas of the apartment, including the closets and any cracks and crevices where bed bug may be can be inspected.

If bed bugs are found the tenant must:

Thoroughly clean all rooms for bed bugs by:

- Bag all bedding (sheets, pillowcases, bed skirts, blankets etc. . .) then wash and dry them at the hottest setting possible. A dryer at 140° F (60° C) for 20 minutes is required to kill bed bugs. If you send the items to a professional dry cleaner be sure and let them know so they can handle the items appropriately.
- Scrubbing the mattress and bedsprings seams with a stiff brush to remove bed bugs and their eggs.
- Vacuuming everything possible in the unit.  
Tilt the mattress, bedspring and furniture upside down to reach everywhere. Concentrate on seams, creases, folds and around any tufts or buttons and wherever the inspection revealed the presence of bed bugs. It is not easy to remove bed bugs and their eggs so it will be necessary to carefully scrape and move the end of the suction wand. **Empty** the vacuum immediately after using. Vacuums or vacuum bags can also be put in a large bag in a cold or hot place for several days to kill any bugs.
- Rugs, clothing, shoes, curtains, blankets, couch cushions or any other fabrics must be washed, or treated with heat and vacuumed to kill bugs and eggs.
- Any backpacks, duffle bags or luggage must also be washed and dried.
- Cardboard boxes, paper bags and other storage devices with folds or flaps must be thrown away or treated.
- Any dressers, nightstands, or desks must be emptied so that each seam of the furniture can be treated. After treatment these areas should be washed and dried to remove eggs. (Remove items from the top of the dressers so they can be moved and treated without harm)
- No furniture should be removed or brought into the apartment. This includes bed frames, TVs or kitchen appliances.
- Items that cannot be put in a washer or dryer can sometimes be de-infested by being wrapped in plastic and placed outdoors in a hot sunny location such as a closed car for a day. If this method is attempted, pack few items per bag so that bugs can't find a cool spot. A target internal temperature of at least 120° F(48° C) is required to kill the bugs.
- All these steps need to be taken during, or as close as possible, to the time that the apartment is being treated. Taking these steps does not guarantee freedom from bedbugs. These insects can go without food for six months or longer. They will not be killed until they contact the chemicals or have been exposed to extreme heat. Additional spot treatment may be required.
- Having guests or additional pets should also be avoided until the problem has been resolved, to prevent spreading these pests.
- These instructions are not all inclusive. You may receive special additional instructions based on your situation.