

INFORMATION ON BED BUGS

Bedbugs are a growing, worldwide problem brought about by increased travel and decreased use of pesticides. Bedbugs have been found in five-star hotels, college residence halls, hospitals, and virtually all other types of housing throughout the United States. Given the nearly 500+ residence hall students and hundreds of summer visitors from around the world who live in MSU Billings residence halls each year, we have had experience in handling and removing bed bugs from our environment. MSU Billings Residence Life has developed a multi-pronged approach to the handling of bed bugs when the staff is alerted to their presence. We also are continuing to enhance our educational efforts with students and guests about how to prevent the spread of bed bugs and to minimize the impact on our residence hall environment. We have outlined below our approach to help in understanding how bed bugs are handled at MSUB.

STUDENT RESPONSIBILITY

- Educate yourself about bed bugs and understand how they live
- Take precautions when traveling to minimize the chance of bringing bed bugs to campus.
- Do not buy or bring second hand furniture that may contain bed bugs. Launder your clothing and bedding regularly to help reduce the chance of harboring bed bugs.
- Empty and inspect your backpack frequently.
- Keep your room picked up and orderly, vacuum your room and remove trash at least weekly, to reduce hiding places for bed bugs.
- Examine your bed and the area near your bed thoroughly every couple of weeks. Always be aware of the possibility of bed bug presence and react swiftly to inform the front desk that you may have a problem. Do not hesitate to call!
- Do not treat your room with chemicals, sprays or any other type of product to control or kill bed bugs, this will hinder the efforts of our professional exterminators.
- Capture any bug you suspect may be a bed bug so MSU B staff can positively identify the bug.
- Understand that bed bugs are a distraction and inconvenience and will require some extra work and possible temporary displacement from your room.
- Provide the resources and information to educate all students about bed bugs and what students need to do if they suspect they may have bed bugs.
- Respond quickly to any student bed bug concern.

UNIVERSITY RESPONSIBILITY

- Take proactive measures to detect and treat any potential bed bug problems and guide students through all necessary bed bug related procedures.
- Utilize up to date pest control techniques to minimize the risk and exposure to bed bugs.
- Establish a high level protocol for all Housing employees training and execution for effective pest control management.
- Hire proven, qualified professional exterminators to help prevent, detect and eradicate bed bugs.
- Openly communicate bed bug issues to all parties affected.
- Document all bed bug cases and monitor potential resurgence of infected areas.
- Accept no liability for damages during the heat treatment process.

MSU Billings Housing & Residential Life has upgraded all beds and mattresses in the past few years that meet bed bug resistant standards.

STEP-BY-STEP PROCESS

MSUB Housing has established the following step-by-step process for the detection and treatment of bed bugs:

1. Students/guests are instructed to report the findings to their hall front desk with room number, name and cell phone number if bed bugs are suspected. The front desk will immediately contact MSUB Housing staff.
2. Housing staff will contact the students/guests and perform an initial inspection and discussion, requesting information to help determine if bed bugs are present.
3. During a room inspection, MSUB Housing staff will visit the room and perform a visual inspection to find bites, bed bugs or traces of bed bugs.
4. If there is no evidence of bed bugs, additional detection devices may be placed in the room and checked later to cross check the possible presence of bed bugs.
5. If there is evidence of bed bugs, a course of heat and/or chemical treatment will be determined by MSUB Housing staff in coordination with a professional exterminator.
6. MSUB Housing will coordinate all student/guest aspects of the treatment process. This will include the resident having to temporarily be relocated to a new room during the treatment process
MSUB Housing accepts no liability for damage during the treatment process but will facilitate appropriate claims against vendors for damages caused during the process.
7. If bed bugs are found, adjacent rooms will be alerted and inspections will be conducted on those rooms to check for the presence of bed bugs.

INSPECTION

An inspection of a residents room will include at minimum, the following:

- ◆ Pillows, linens, bed skirt—*Inspection along the seams and labels*
- ◆ Mattress—*Inspect along the edges and seams of the mattress*
- ◆ Bed Frame—*Inspect groves where the mattresses is placed and any joints or corners of the frame*
- ◆ Night Stands & Dressers—*Inspect the undersides and backsides of each item and inside the drawers*
- ◆ Carpet—*Inspect where the carpet meets the baseboard and between the wall and the bed frame*
- ◆ Sofas, chairs, cushions, other furniture—*Inspect the undersides of any items and in the arm rests and folds of the cushions*
- ◆ Outlets, switch plates—*Inspect behind the outlets and switch plates*
- ◆ Luggage—*Inspect along the seams and undersides of the luggage and in all pockets and crevices of the luggage*
- ◆ Clothes—*Inspect pieces of clothing inside and out along all seams and labels*

ERADICATION

MSUB Housing, in conjunction with various other resources, has identified several effective methods for the eradication of bed bugs. These include chemical treatment and heat treatment. The use of each of these methods is situational and the decision as to which is selected will be determined by MSUB Housing and a professional exterminator based on information provided by the affected individual or gathered through investigation of the affected area.

When a concern regarding a potential bed bug issue is brought to our attention an inspection of the area will be performed. Based on those findings a course of action will be established by MSUB Housing staff.

In a case where a bed bug is discovered or evidence of bed bug is validated one or more of the following may occur:

- Continued monitoring
- Chemical treatment
- Heat treatment of individual items and/or the entire room