

# BLOODBORNE PATHOGENS EXPOSURE CONTROL PLAN

School Name: Eastern Local School District

Date of Preparation: August 2, 2000 (Revised August 22, 2002)

In accordance with the PERRP Bloodborne Pathogens standard, 29 CFR 1910.1030, which included the human immunodeficiency virus, (HIV), the hepatitis B virus (HBV), and the hepatitis C virus (HCV); the following exposure control plan has been developed.

## 1. Exposure Determination

PERRP requires employers to perform an exposure determination concerning which employees may incur occupational exposure to blood or other potentially infectious materials. The exposure determination is made without regard to the use of personal protective equipment (i.e. employees are considered to be exposed even if they wear personal protective equipment.) This exposure determination is required to list all job classifications in which all employees may be expected to incur such occupational exposure, regardless of frequency. At this facility the following job classifications are in this category:

School Nurse	Building Administrator
Classroom Teacher	Coaches
Custodian	Bus Driver

In addition, PERRP requires a listing of job classifications in which some employees may have occupational exposure. Since not all the employees in these categories would be expected to incur exposure to blood or other potentially infectious materials, tasks or procedures that would cause these employees to have occupational exposure are also required to be listed in order to clearly understand which employees in these categories are considered to have occupational exposure. The job classifications and associated tasks for these categories are as follows:

- Cooks – accidental abrasions of self or other employee
- Mechanic – accidental abrasions of self or other employee
- Maintenance – accidental abrasions of self or other employee
- Office Staff – implementation of first aid in absence of nurse

## 2. Definitions (as published in 29 CFR 1910.1030)

Blood borne pathogens – Pathological organisms present in human blood that causes disease in humans (i.e. hepatitis B, Hepatitis C, HIV, malaria).

Occupational Exposure - Reasonably anticipated skin, eye, mucus membrane or parental contact with blood or other potentially infectious material that may result from the performance of an employee's job duties.

Potentially Infectious Material – semen, vaginal secretions, sterile body, fluids  
Visibly contaminated with blood.

PPE - Personal Protective Equipment

- Engineered Controls - safer medical devices, such as sharps with engineered sharps injury protections and needleless systems.
- Sharps with Engineered Sharps Injury Protection - a nonneedle sharp or a needle device used for withdrawing body fluids, accessing a vein or artery, or administering medications or other fluids, with a build-in safety feature or mechanism that effectively reduces the risk of an exposure incident.
- Needleless Systems - a device that does not use needles for: (A) the collection of bodily fluids or withdrawal of body fluids after initial venous or arterial access is established; (B) the administration of medication or fluids; or (C) any other procedure involving the potential for occupational exposure to bloodborne pathogens due to percutaneous injuries from contaminated sharps

### 3. Implementation Schedule and Methodology

PERRP also requires that this plan include a schedule and method of implementation for the various requirements of the standard. The following complies with this requirement:

#### Compliance Methods

Universal precautions will be observed at this facility in order to prevent contact with blood or other potentially infectious materials. All blood or other potentially infectious material will be considered infectious regardless of the perceived status of the source individual.

Engineering and work practice controls will be utilized to eliminate or minimize exposure to employees at this facility. Where occupational exposure remains after institution of these controls, personal protective equipment shall also be utilized. The District will utilize the following engineering controls:

1. Personal protective equipment will be available for first-aid treatment and clean-up.
2. Food and drink storage and consumption will be prohibited in restricted areas.
3. Splashing, spraying, spattering and generation of bloodborne materials shall be minimized during cleaning.
4. Hand washing facilities will be accessible.

The above controls will be examined and maintained after one half completion of the school year by the safety committee and again near the end of the school year by the safety committee. If deficiencies are noted the committee shall appoint individuals, including the Safety Coordinator, to submit a plan of action to district administrators. Documentation of the review shall appear in the committee minutes and agenda.

Hand washing facilities are also available to the employees who incur exposure to blood or other potentially infectious materials. PERRP requires that these facilities be readily accessible after incurring exposure. District hand washing facilities are located:

Eastern Elementary – restrooms, classrooms grades K-4 and classroom labs.  
Eastern High School – restrooms and classroom labs  
Administrative Offices - restrooms

After removal of personal protective gloves, employees shall wash hands and any other potentially contaminated skin area immediately or as soon as feasible with soap and water. Hand washing procedures shall be as follows:

1. Place hands under running water.
2. Apply antimicrobial dispensable soap.
3. Using gentle friction, rub hands together for about 15 seconds. Make sure to wash the back of the hands and in between the fingers, special attention should be given to fingernails.
4. Rinse well, letting the water flow down the hands toward the fingers.
5. Dry hands well.
6. Turn off water. **REMEMBER**, the water was turned on with contaminated hands, so a barrier such as a paper towel should be used between clean hands and faucet handles.

If employees incur exposure to their skin or mucous membranes than those areas shall be washed or flushed with water as appropriate as soon as feasible following contact. Shower facilities are located in the following areas:

Eastern Elementary – shower rooms  
Eastern High School – shower rooms and chemistry lab  
Multi-purpose Building – shower rooms

## Needles

Contaminated needles and other contaminated sharps will not be bent, recapped, removed, sheared or purposely broken. PERRP allows an exception to this if the procedure would require that the contaminated needle be recapped or removed and no alternative is feasible and the action is required by the medical procedure. If such action is required than the recapping or removal of the needle must be done by the use of a mechanical device or a one-handed technique.

## Containers for Reusable Sharps

Contaminated sharps that are reusable are to be placed immediately, or as soon as possible, after use into appropriate sharps container. Sharps containers shall be puncture resistant, labeled with a biohazard label, and leak proof. The sharps container is located in the nurse's office in Eastern Elementary.

## Work Area Restrictions

In work areas where there is a reasonable likelihood of exposure to blood or other potentially infectious materials, employees are not to eat, drink, apply cosmetics or lip balm, smoke or handle contact lenses. Food and beverages are not to be kept in refrigerators, freezers, shelves, cabinets, or on counter tops or bench tops where blood or other potentially infectious materials are present.

## Contaminated Equipment

Equipment that has become contaminated with blood or other potentially infectious materials shall be examined prior to servicing or shipping and shall be decontaminated as necessary unless the decontamination of the equipment is not feasible.

## Personal Protective Equipment (PPE)

All personal protective equipment used at this facility will be provided without cost to employees. Personal protective equipment will be chosen based on the anticipated exposure to blood or other potentially infectious materials. The protective equipment will be considered appropriate only if it does not permit blood or other potentially infectious materials to pass through or reach the employees' clothing, skin, eyes, mouth, or other mucous membranes under normal conditions of use and for the duration of time which the protective equipment will be used.

Protective clothing will be provided to employees in the following manner:

Safety glasses and disposable aprons will be available to custodial staff.

Personal Protective Equipment available to staff include:

Latex gloves

All personal protective equipment will be cleaned, laundered, and disposed of by the employer at no cost to employees. All repairs and replacements will be made by the employer at no cost to employees.

Gloves shall be worn where it is reasonably anticipated that employees will have hand contact with blood, other potentially infectious materials, no-intact skin, and mucous membranes. Gloves will be available from:

Classroom and School Bus First Aid Kit  
School Nurse  
Custodial Closet

Gloves will be used for the following procedures:

Cleanup of contaminated surfaces.

First-aid treatment of injuries where risk is high for bloodborne pathogen contamination.

Disposable gloves used at the district are not to be washed or decontaminated for re-use and are to be replaced as soon as practical when they become contaminated or as soon as feasible if they are torn, punctured, or when their ability to function as a barrier is compromised. Utility gloves may be decontaminated for re-use provided that the integrity of the glove is not compromised. Utility gloves will be discarded if they are cracked, peeling, torn, punctured, or exhibit other signs of deterioration or when their ability to function as a barrier is compromised.

Masks in combination with eye protection devices, such as goggles or glasses with solid side shield, or chin length face shields, are required to be worn whenever splashes, spray, splatter, or droplets of blood or other potentially infectious materials may be generated and eye, nose, or mouth contamination can reasonably be anticipated.

PPE such as masks and protective clothing will be used during situations where risk of contamination is determined to be high.

Decontamination will be accomplished by utilizing the following materials:

Cleaning materials and instruction provided by ROSE Chemical.

All contaminated work surfaces will be decontaminated after completion of procedures and immediately or as soon as feasible after any spill of blood or there potentially infectious materials, as well as the end of the work shift if the surface may have become contaminated since the last cleaning.

All bins, pails, cans, and similar receptacles shall be inspected and decontaminated on a regularly scheduled basis.

## Regulated Waste Disposal

All contaminated sharps shall be discarded as soon as feasible in sharps containers which are located in the facility. Sharps containers are located in the school nurse's office in Eastern Elementary.

Regulated waste other than sharps shall be placed in appropriate containers. Such containers are colored red and are located in Eastern High School and Eastern Elementary.

## Hepatitis B Vaccine

All employees who have been identified as having exposure to blood or other potentially infectious materials will be offered the Hepatitis B vaccine, at no cost to the employee. All other employees will be covered under the post-exposure plan. In addition, all other employees will have the opportunity to receive the series at their own expense at a reduced fee. The vaccination series will be made available for new employees. The school nurse will coordinate the administration of the vaccines.

Employees who decline the Hepatitis B vaccine will sign a waiver, which used the wording in Appendix A of the PERRP standard.

Employees who initially decline the vaccine but wish to have it at a later date may then have the vaccine provided at no cost.

## Post-Exposure Evaluation and Follow-Up

When the employee incurs an exposure incident, it should be reported to the school nurse within 24 hours of occurrence. All employees who incur an exposure incident will be offered post-exposure evaluation and follow-up in accordance with the PERRP standard.

This follow-up will include the following (see Appendix A):

- Documentation of the route of exposure and the circumstances related to the incident
- If possible, the identification of the source individual and, if possible, the status of the source individual. The blood of the source individual will be tested, only after written consent as been obtained, for HIV/HBV infectivity.
- Results of testing of the source individual will be made available to the exposed employee with the exposed employee informed about the applicable laws and regulations concerning disclosure of the identity and infectivity of the source individual.
- The employee will be offered the option of having their blood collected for testing of the employees HIV/HBV serological status. The blood sample will be preserved for up to 90 days to allow the employee to decide if the blood should be tested for HIV serological status. However, if the employee decides prior to that time that testing will or will not be conducted then the appropriate action can be taken and the blood sample discarded.
- The employee will be offered post exposure prophylaxis in accordance with the current recommendations of the U.S. Public Health Services. These recommendations are currently as follows:
  - The employee will be given appropriate counseling concerning precautions to take during the period after the exposure incident. The employee will also be given information on what potential illnesses to be alert for and to report any related experiences to appropriate personnel.

The school nurse has been designated to assure that the policy outlined here is effectively carried out as well as to maintain records related to this policy.

## Interaction with Health Care Professionals

A written opinion shall be obtained from the health care professional that evaluates employees of this facility. Written opinions will be obtained in the following instances:

1. When the employee is sent to obtain the Hepatitis B vaccine.
2. Whenever the employee is sent to a health care professional following an exposure incident.

Health care professionals shall be instructed to limit their opinions to:

1. Whether the Hepatitis B vaccine is indicated and if the employee has received the vaccine, or for evaluation following an incident
2. The employee has been informed of the results of the evaluation.
3. The employee has been told about any medical conditions resulting from exposure to blood or other potentially infectious materials.

## Training

Training for all employees will be conducted to initial assignment to tasks where occupational exposure may occur. Training will be conducted in the following manner:

Training for employees will include the following an explanation of:

1. The OSHA standard for Bloodborne Pathogens
2. Epidemiology and symptomatology of bloodborne diseases
3. Modes of transmission of bloodborne pathogens
4. Exposure Control Plan (i.e. points of the plan, lines of responsibility, how the plan will be implemented, etc.)
5. Procedures which might cause exposure to blood or other potentially infectious materials at this facility
6. Control methods which will be used at the facility to control exposure to blood or other potentially infectious materials
7. Personal protective equipment available at this facility and who should be contacted concerning availability and location.
8. Post-exposure evaluation and follow-up
9. Signs and labels used at the facility
10. Hepatitis B vaccine program at the facility

## Record keeping

All records required by the PERRP standard will be maintained by the treasurer and school nurse of the district.

## Annual Review

The superintendent, school nurse and a member of the safety committee will annually review this program at the conclusion of each school year. This review will include training procedures, safety devices and availability of vaccinations or medical treatment.

## Dates

All provisions required by the standard will be implemented by September 1, 2000.

All employees will receive annual refresher training.

An outline of the training material is available in the school nurse's office and the treasurer's office.

APPENDIX A:

Eastern Local School District  
Employee Blood Contamination Exposure Report

Date of Exposure: \_\_\_\_\_

Name of Exposed Employee: \_\_\_\_\_ SSN \_\_\_\_\_

Supervisor: \_\_\_\_\_

Description of the Route of Exposure: (please include the name of the source individual)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Description of Circumstances of Exposure:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Blood Specimen Drawn: **Yes/No** Date \_\_\_\_\_

If yes, attach the results and recommendations or comments of the evaluating physician.

\_\_\_\_\_  
Employee Signature Date \_\_\_\_\_

\_\_\_\_\_  
School Nurse Date \_\_\_\_\_

Copy to Employee: **Yes/No**