

BLOODBORNE PATHOGENS

Purpose

This Bloodborne Pathogen Exposure Control Plan was written to meet Federal and State Occupational Health and Safety requirements. Federal and state regulations require protection for employees who in the event of injuries may contact blood or other potentially infectious materials as part of their job. Although none of (*Insert Company Name*) employees are considered at risk based on their job assignment the Company does provide first aid kits at job sites. Employees who in event of injuries choose to provide Good Samaritan first aid to fellow workers or others need to be aware of the risks, and protective procedures. Protection is based upon knowledge, procedures, and personal protective equipment.

Procedures

(*Insert Company Name*) will provide the necessary personal protective equipment at each work site. This equipment will include, but not be limited to, protective gloves, mouth barriers and eye protection. In addition, each employee will be informed of the risks involved with an exposure to human blood or other potentially infectious materials (OPIM), and the proper use of the personal protective equipment. This information will be made available through new employee orientation, training and job site safety meetings.

In the event of an actual or suspected exposure to human blood or OPIM, the employee will be required to immediately or as soon as possible, report the incident to his supervisor. Each exposure or suspected exposure will be evaluated on a case-by-case basis. Post-exposure reporting forms will be made available and completed as required. A supply of the necessary forms will be maintained at each job site.

Risk and Exposure Determination

Blood, body fluids and other potentially infectious materials may contain a number of pathogens, or disease causing organisms. These pathogens include the Human Immunodeficiency Virus (HIV), and the Hepatitis B Virus (HBV).

Exposure occurs when an individual contacts a virus. This may result when an open wound, puncture, cut, abrasion, eye, mouth, our other mucus membrane contacts blood or other potentially infectious material.

Employee Protection

Safe work practices must be used to reduce the risk of contact with Bloodborne pathogens. These practices include:

- Avoiding contact with blood or other potentially infectious materials through use of personal protective equipment; gloves, face and eye shields and CPR mouth shields (located in our first aid kits).
- Washing hands, face or other parts of the body suspected of coming into contact with blood, or blood contaminated materials. Wash with soap and water, or utilize other disinfectant materials even if personal protective equipment is worn.
- Appropriate personal protection equipment (gloves, mouth and eye barriers) to avoid or reduce the risk of contact is included with our first aid kits.

Contamination

Tools, supplies, equipment, clothing, or other items that have contacted or potentially contacted blood or other bodily fluids must be decontaminated as soon as practical to prevent possibility of exposure contact.

Hot soap and water, or one part of household bleach to 10 parts warm water may be used as disinfecting agent for Bloodborne pathogens. Other disinfectants are also available through commercial sources. Contaminated clothing, supplies, equipment or other items that are not practical to decontaminate are to be disposed as infectious waste. Contaminated clothing is not to be sent to a laundry service.

Post Exposure Evaluation and Follow Up

Any employee who believes that he/she has been exposed to blood or other potentially infectious materials at their work site are required to immediately report the exposure incident to their supervisor. Employees who experience an exposure will be provided a confidential post exposure evaluation and follow up. Evaluation and follow up will consist of:

- A confidential medical evaluation that documents details of the incident including route of exposure.
- If the exposure source is known, (*Insert Company Name*) will request permission to determine the HIV/HBV status of the source individual.
- Providing test results from the source individual to the exposed employee (after both parties are informed about applicable laws and regulations concerning disclosure of the information)
- The exposed employee will be offered the option of having his/her blood collected for testing of HIV/HBV status.
- The exposed employee will be offered counseling, and treatment if recommended by the medical consultant. Counseling will provide information on any potential illnesses and/or symptoms which could result after the exposure; and actions available in the event symptoms do occur.

Interaction with Health Care Providers

(*Insert Company Name*) will choose the health care professionals providing services for the Bloodborne Pathogen program. The participating professional will provide a confidential medical evaluation following an exposure incident. The professional will also provide a written medical opinion to the Company whenever an employee is referred to receive the HBV vaccine; and whenever an employee is referred for evaluation following an exposure incident.

Written opinions will contain limited information to protect confidentiality of the employee. The Company will provide the employee with a copy of the medical written opinion within 15 days of evaluation. It will advise if the exposed employee has:

- Received vaccine
- Been seen by the professional
- Received a confidential medical evaluation
- Informed of the results of evaluation
- Advised of medical conditions resulting for exposure

The written opinion however, will not refer to any personal medical information shared with the employee

during the medical evaluation.

Employee Training

All employees who may provide first aid will receive training on Bloodborne pathogens and the program provided by (*Insert Company Name*). The training will provide an interactive discussion of:

- Regulatory standards regarding Bloodborne Pathogens.
- How Bloodborne diseases are transmitted and the symptoms and illnesses that can result.
- The BBP program provided at (*Insert Company Name*) as detailed in the written Exposure Control Plan.
- How exposure might occur and whom to contact in the event of exposure.
- Personal protective equipment including gloves, mouth and eye barriers, and bio-hazard disposal bags that are provided in the first aid kits.
- Training will be repeated annually.

Hand Washing Facilities

In the event that hand washing facilities are unavailable, antiseptic solutions will be available.

Recordkeeping

All records required by our BBP Program will be maintained by (*Insert Company Name*) for a minimum of thirty years.

Universal Precautions

All bodily fluids will be considered potentially infectious.

(Company Name)

Employee Exposure Report

Name of exposed individual: _____ Position: _____

Date Incident Occurred: _____ Time: _____

What type of exposure occurred? (i.e. cut, spill, splash, broken skin, etc.): Body part exposed? (i.e., mouth, eyes, skin break on hand, etc.):

Description of first aid provided:

Description of task being performed and conditions associated/contributing to the exposure:

In your opinion has an exposure as defined by OSHA occurred? YES | NO (circle one)

“Exposure incident” means a specific eye, mouth, other mucous membrane, non-intact skin, or parenteral contact with blood or other potentially infectious materials that result from the performance of an employee’s duties.

Exposed individual instructed/advised to report to a physician:

YES | NO Date: _____ Time: _____

Physician Information: _____

Employee HBV Status: Vaccinated Declined Vaccination Date _____

Report compiled by Management: _____ Date _____
(Signature)

Supervisor Name: _____ Date _____