

BLOODBORNE PATHOGENS EXPOSURE CONTROL PLAN

School Name: MSAD #33

Date of Preparation: March 1993

In accordance with the OSHA Bloodborne Pathogens standard, 29 CFR 1910.1030, the following exposure control plan has been developed:

1. Exposure Determination

OSHA 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:

1. School Nurse
2. School Secretaries who handle emergencies when the nurse is not in
3. Special Education Staff who deal with biting & scratching students

In addition, OSHA 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:

Job Classification	Tasks/Procedures
Science Teachers	Blood typing labs

2. Implementation Schedule and Methodology

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

1. Personnel will be identified by May 1993
2. The plan will be presented to the School Board of Directors for First Reading in June.
3. Staff information sessions will be implemented by October 1, 1993 and completed by **June 1994**.
4. A log of attendance and dates will be kept in the health office.

Compliance Methods

Universal precautions will be observed at this school 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. At this facility the following engineering controls will be utilized:

1. Gloves will be provided to all staff members along with an explanation on why they need to use them
2. Sharps containers will be located in the nurses' office and disposed of at NMMC
3. Biohazardous materials sign will be posted where appropriate

The above controls will be examined and maintained on a regular schedule. The schedule for reviewing the effectiveness of the controls is as follows:

1. The school nurse will provide annual updates to all staff on universal precautions
2. The school nurse will be responsible for proper sharps disposal

Handwashing facilities are also available to the employees who incur exposure to blood or other potentially infectious materials. OSHA requires that these facilities be readily accessible after incurring exposure. At this facility handwashing facilities are located:

1. All lab areas
2. All bathrooms and shower areas
3. Kitchen area
4. Health Office

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.

If employees incur exposure to their skin or mucous membranes then those areas shall be washed or flushed with water as appropriate as soon as feasible following contact.

Needles

Contaminated needles and other contaminated sharps will not be bent, recapped, removed, sheared or purposely broken.

Containers for Reusable Sharps

No reusable sharps are used in this facility.

Personal Protective Equipment

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.

Gloves shall be worn where it is reasonably anticipated that employees will have hand contact with blood, other potentially infectious materials, non-intact skin, and mucous membranes. Gloves will be available from **the school nurse**.

Gloves will be used for the following procedures:

Cleanup of any spills involving body fluids and any possible contact with blood.

Disposable gloves used at this facility 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. Situations at the school which would require such protection are as follows:

None at present

This school will be cleaned and decontaminated according to the following schedule:

Lab area - immediately after lab exercises involving blood.

Decontamination will be accomplished by utilizing the following materials:

Bleach solution made up of one part bleach to ten parts water.

All contaminated work surfaces will be decontaminated after completion of procedures and immediately or as soon as feasible after any spill of blood or other 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 **by the janitor as the need arises.**

Any broken glassware which may be contaminated will not be picked up directly with the hands. The following procedures will be used:

It will be swept up with a broom and dustpan. This will be disposed of in the appropriate sharps containers.

Regulated Waste Disposal

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

Regulated waste containers are located in **the nurse's office and lab areas where necessary.**

Hepatitis B Vaccine

All employees who have been identified as having **potential** exposure to blood or other potentially infectious materials will be offered the Hepatitis B vaccine, at no cost to the employee.

The vaccine will be offered within 10 working days of their initial assignment to work involving the potential for occupational exposure to blood or other potentially infectious materials unless the employee has previously had the vaccine or wishes to submit to antibody testing which shows the employee to have sufficient immunity.

Employees who decline the Hepatitis B vaccine will sign a waiver which uses the wording in Appendix A of the **OSHA** standard.

Employees who initially declined the vaccine but who later wish to have it may then have the vaccine provided at no cost. **The school nurse will be responsible for assuring that the vaccine has been offered and that permission forms or waivers have been signed. The vaccine will be administered by the school physician or his designee.**

Post-Exposure Evaluation and Follow-up

When the **employee** incurs an exposure incident, it should be reported to **the school nurse.**

All employees who incur an exposure incident will be offered post-exposure evaluation and follow-up in accordance with the **OSHA** standard.

This follow-up will include the following:

- if the employee has not been immunized he/she will receive the immunization within 24 hours after exposure
- 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 (After consent is obtained.) for **HIV/HBV** infectivity.
- his/her The employee will be offered the option of having 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 Service.
- 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.

Recordkeeping

All records required by the **OSHA** standard will be maintained by **the school nurse**.

Dates

All provisions required by the standard will be implemented by: **October 1, 1993**.

Training will be conducted by the school nurse using a video, lecture, handouts and a question and answer period.

All employees will receive annual refresher training. (Note that this training is to be conducted within one year of the employee's previous training.)

The outline for the training materials is located in **the nurse's office**.

Interaction with Health Care Professionals

A written opinion shall be obtained from the health care professional who evaluates employees of this school. 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. That the employee has been informed of the results of the evaluation.
3. That the employee has been told about any medical conditions resulting from exposure to blood or other potentially infectious materials. (Note that the written opinion to the employer is not to reference any personal medical information.)

Training

Training for all employees will be conducted prior 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. This 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 school
6. Control methods which will be used at the school to control exposure to blood or other potentially infectious materials
7. Personal protective equipment available at this school and who should be contacted concerning
8. Post Exposure evaluation and follow-up
9. Signs and labels used at the school
10. Hepatitis B vaccine program at the school

APPROVED BY THE BOARD OF DIRECTORS
ON 07/05/93

SEE MINUTES #638