

Hermon School Department

Bloodborne Pathogens Exposure Control Plan

School Name: Hermon School Department

Date of Preparation: May 1, 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 protective personal 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:

Nurse, Athletic Trainer, Head Custodian and Bus Driver.

In addition, OSHA requires a listing of job classifications in which some employees may have occupational exposure. Since not all 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:

Nurse, Athletic Trainer, Head Custodian and Bus Driver.

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.

Compliance Methods

1. Universal precautions will be observed at all schools 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.

II. 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:

Not applicable.

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

Not applicable.

III. Hand washing 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 our facility hand washing facilities are located in all restrooms, the kitchens, the science labs, and the art rooms.

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 or with other approved disinfectant.

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.

IV. Needles

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

V. Containers for Reusable Sharps

Contaminated sharps that are reusable are to be placed immediately or as soon as possible after use into appropriate sharps containers. At this school the sharps containers are puncture resistant, labeled with a biohazard label, and are leak proof.

Not applicable at this school.

VI: 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 or 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 distributed to employees at the beginning of each school year and will be available from the office. Gloves will be used for the following procedures: treating nosebleeds and all wounds, and clean up after any blood spill.

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 have become contaminated or as soon as 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 protection are as follows:

Not anticipated.

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

Immediately following bodily fluid contamination;
Restrooms daily.

Decontamination will be accomplished by utilizing the following materials: 10:1 bleach solution mixed daily or appropriate germicide.

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 on a daily basis and decontaminated when needed, daily by the custodian.

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

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 school nurse's office.

Regulated waste containers are located in the school nurse's office.

Not anticipated.

Hepatitis B Post-Exposure Evaluation and Follow-up

When employee incurs an exposure incident, it should be reported to the school nurse, building principal or facilities director.

Employees determined to be at risk for exposure will be offered the hepatitis B series at no charge to the employee.

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

The follow-up will include the following:

- a. Documentation of the route of exposure and the circumstances related to the incident.
- b. 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 for HIV/HBV infectivity.
- c. The employee will be offered the option of having his/her blood collected for testing of the employee's 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.
- d. The employee will be offered post exposure prophylaxis in accordance with the current recommendations of the U.S. Public Health Service.
- e. The employee will be given appropriate counseling 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.
- f. The following person(s) has been designated to assure that the policy outlined here is effectively carried out as well as to maintain records related to this policy: school nurse / principals.

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 an 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, and
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 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 follow up
9. Signs and labels used at the school
10. Hepatitis B vaccine program at the school (when appropriate).

Employees will also be introduced to Maine Municipal Association's online University and encouraged to pursue additional safety training.

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 July 1, 1993.

Training will be conducted utilizing lecture format, video tapes, and written material. The school nurse will provide appropriate training to all school staff. 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 school nurse's office.

This plan will be reviewed and dated annually.