

HAYSVILLE UNIFIED SCHOOL DISTRICT

BLOODBORNE PATHOGENS POLICY

EXPOSURE CONTROL PLAN

In accordance with the United States Department of Labor, Occupational Safety and Health Administration (OSHA) regulations dealing with "Safe Workplace" standards relating to exposure to Bloodborne Pathogens, the following will be the policy and procedures of the Haysville Unified School District for all at risk personnel.

It will be the policy of this district to take all reasonably necessary actions to protect its employees from infectious disease and in particular Human Immunodeficiency Virus (HIV) and Hepatitis B.

Hepatitis B vaccination will be provided upon request, at no charge, for employees in Category I. Hepatitis B vaccination will be provided post exposure, at no charge, for all employees.

AT RISK PERSONNEL

Category I: Those personnel who come in direct contact with blood and bodily fluids for which precautions must be taken.

- Nurses/Health Assistants
- Security Officers
- Coaches/Athletic Director
- Special Education Teachers/Assistants
- Physical Education Teachers/Assistants
- Custodians

Category II: Personnel with primary responsibilities that are unlikely to bring them in contact with blood or bodily fluids, but exposure may occur in an emergency.

- Administrators
- Classroom Teachers
- Secretaries
- Educational Assistants
- Food Service Workers
- Maintenance Workers
- Bus Drivers
- Bus Aides.

Category III: Personnel with tasks which do not entail predictable or unpredictable exposure to blood and bodily fluids.

- All other certified and support staff.

The following procedures will be followed by all staff listed above who may have the potential to come in contact with blood and other infectious bodily fluids.

PRECAUTIONS AND PROCEDURES FOR EXPOSURE CONTROL

1. Avoid all direct contact with blood or other bodily fluids including potentially infectious materials such as semen, vaginal secretions, cerebrospinal fluid, synovial fluid, pleural fluid, pericardial fluid, peritoneal fluid, amniotic fluid, saliva, and any other bodily fluids-use gloves.
2. Protective gloves will be worn if you have any open wounds on your hands. If there is any doubt in your mind regarding some contact with blood or bodily fluids-use gloves.
3. If you become contaminated with blood or bodily fluids, it should be placed in a bag labeled "biologically contaminated" and placed in the contaminated clothing container for proper cleaning and/or discarding.
4. If you become contaminated, wash that area immediately with a strong antiseptic soap or solution.
5. Any areas of the school which may become contaminated, such as locker rooms, bathrooms, special education classrooms, hallways, and nurses offices, will be washed with a strong solution of bleach and water (mixed on site-1 part bleach to 10 parts water) or other appropriate disinfectant and rubber gloves.
6. All locker rooms, bathrooms, and nurses offices will be cleaned daily using disinfectant. Custodial staff members are required to wear rubber gloves.
7. When a spill occurs, the building administrator will limit access to areas of potential exposure and notify the staff and students. The custodial staff will be notified immediately to clean the area.

TRAINING FOR EXPOSURE CONTROL

1. Each year, all at risk personnel will be supplied with written material relating to precautions, risks, and actions to take if contaminated by blood or other bodily fluids. It will also explain the protection materials in place and their use.
2. Education material will be supplied for each at risk personnel to view and written verification will be required to certify that Bloodborne Pathogens training was completed.
3. A Bloodborne Pathogens training session will be completed via computer modules and attendance will be certified in writing.
4. A yearly cleaning procedures session will be given to the custodians for certification and to maintenance staff who may substitute for custodians.
5. Records on certification and receiving of printed materials, certification of risks involved and certification of cleaning procedures will be maintained by the Director of Facilities and housed in the central office.

PROTECTIVE EQUIPMENT

1. Personal Protective Equipment (PPE) to be worn in the presence of any potentially infectious materials.
2. Markings for bio-contaminated areas will be available in custodial closets.
3. Contaminated clothing container and plastic bio bags (red bags) for disposal of infected biological waste.
4. Plastic needle containers will be provided for health rooms. All needle-like contaminated "sharps" and first aid equipment will be deposited in these containers.
5. Latex-free rubber gloves and heavy duty rubber gloves. Two pairs of latex free gloves shall be provided in each classroom at the beginning of the school year and replenished as used.
6. First aid kits contain approved disinfectant.
7. Protective shield for CPR.

EXPOSURE

At risk personnel who come in contact with blood any bodily fluids in the performance of their duties will take steps to safeguard their health. "Contact" shall be considered as said fluids entering one's body through cuts in the skin, eyes, mouth, nose, or other mucous membranes.

These steps include:

- Immediate notification of supervisor and school nurse/health aide.
- Employee will fill out the Employee's Report of Incident.
- If the nurse/health aide considers the risk to warrant it, the employee will be directed to get immediate medical treatment.
- A copy will be placed in the individual's employee file. These records will be maintained for thirty (30) years.