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COMPONENT: CHILD HEALTH AND SAFETY

SUBJECT: BLOOD-BORNE PATHOGENS

PERFORMANCE OBJECTIVES: To ensure that only staff who have been trained in dealing with blood-borne pathogens are authorized to handle situations which involve the presence of blood and/or surfaces which may be contaminated with blood or other body fluids. To ensure that nonporous gloves are worn by staff when they are in contact with spills of blood or other visible bloody bodily fluids. To ensure that spills of bodily fluids be cleaned and disinfected immediately in keeping with professionally established guidelines and that any tools and equipment used to clean spills of bodily fluids be cleaned and disinfected immediately. To ensure that other blood contaminated materials must be disposed of in a plastic bag with a secure tie.

POLICY AND PROCEDURE:

It is the responsibility of the Highland Rim Economic Corporation (HREC) to provide employees with a place of employment that is free of recognized hazards that could cause serious physical harm or death. HREC employees may come in contact with life-threatening infectious diseases that can be transmitted through job related activities. It is essential that the children and employees are protected from the transmission of disease and that neither is discriminated against because of basic misconceptions about various diseases and illnesses. The purpose of this policy is to establish a comprehensive set of rules and procedures governing the prevention of occupational exposure to Hepatitis B Virus (HBV) and Human Immunodeficiency Virus (HIV).

Definitions:

1. Hepatitis B Virus (HBV): A serious liver infection caused by the hepatitis B Virus (HBV). For some people Hepatitis B infection becomes chronic, leading to liver failure, liver cancer, or cirrhosis.
2. Human Immunodeficiency Virus (HIV): A virus that attacks the immune system, the body's natural defense system.
3. Universal Precautions: An approach to infectious disease control that assumes that all direct contact with blood/bodily fluid is infectious and requires all employees undergoing such contact to be protected as though the fluids were HBV or HIV contaminated.
4. Body Fluid: Fluids that are liquids that are inside the bodies of living people. Body secretions include:
 - Vomit;
 - Cerumen, also known as earwax;

- Gastric juice;
 - Breast milk;
 - Mucus (nasal drainage and phlegm);
 - Saliva;
 - Sebum (skin oil);
 - Semen;
 - Sweat;
 - Tears;
 - Vaginal Secretion
5. Exposure: The contact with blood or other potentially infectious material to which universal precautions apply when such contact occurs through open wounds, non-intact skin, or mucous membranes.

All staff and volunteers should demonstrate Universal Precautions by considering that all blood and body fluids from all persons (children and adults) are potentially infectious. Gloves must be worn at all times where it is reasonably anticipated that employees will have hand contact with blood and other potentially infectious materials, non intact skin, mucous membranes, cleaning or handling items, clothing, or equipment contaminated by blood/body fluid and while cleaning up an area that has been contaminated. Hands must be washed before and after the use of gloves.

Guidelines:

1. Employees must exercise common sense when there is a potential for exposure to blood or other potentially infectious materials which requires universal precautions.
2. Employees should keep all open cuts and abrasions covered with an adhesive bandage capable of repelling liquids.
3. HREC will provide gloves of appropriate material, size and quality for each employee. Gloves will not be used if they are peeling, cracked, discolored, have punctures, tears, or evidence of obvious deterioration. Employees shall not wash or disinfect gloves for reuse.

Housekeeping:

Clean and decontaminate all surfaces after exposure to potentially infectious materials, using proper disinfectant. Disinfectant which requires mixing should be mixed in accordance with the directions on the label.

1. Pick-up any contaminated items if applicable with broom and dust pan while wearing gloves.
2. Perform cleaning in a way that minimizes splashing, spraying or release of dust.
3. Blood contaminated materials will be disposed of in a securely tied plastic bag inside another plastic bag (double bagged). Mops used to clean-up should be properly disinfected in disinfectant solution.

Contaminated Clothing:

1. All garments penetrated by blood shall be removed immediately or as soon as possible and double bagged. (wear gloves);
2. Contaminated laundry will be handled as little as possible (wear gloves).

Exposure:

An exposure incident is defined as a specific exposure of mouth, mucous membrane, non-intact skin or parenteral (*by injection, infusion, or implantation*) contact with blood, body fluids or potentially infectious materials.

Staff Procedures:

1. Wash exposed site immediately. Wash cutaneous (*blisters, scars, etc.*) exposures with soap and water. In the absence of soap and water, alcohol wipes may be used. Flush exposed eyes, nose, or mouth with water for at least 3 minutes.
2. Implement Universal Precautions:
 - Isolate area;
 - Wear gloves;
 - Use approved disinfectant;
 - Properly dispose of waste;
 - Wash hands;
3. Inform the Health Services Manager that an exposure has occurred.
4. Documentation must be sent to the Health Services Manager regarding the exposure within 24 hours.
5. Seek medical attention immediately.

HEAD START PROCEDURE FOR OBTAINING HBV VACCINE:

1. Employees will complete the attached form indicating their intent to receive the HBV vaccination and submit to the Health Services Manager.
2. Employees should go to the Dickson Co. Health Dept. to receive immunizations. If employees choose another location HREC will only reimburse the employee the amount up to but not exceeding the current amount charged by the Dickson Co. Health Department.
3. Employees should notify the Health Services Manager of when they are scheduled to visit the health department.
4. A receipt of immunization must be submitted to the Health Services Manager.