



Eanes Independent School District

BLOODBORNE PATHOGEN EXPOSURE CONTROL PLAN

Update: August 2008

In accordance with Health and Safety Code, Chapter 81, Subchapter H and analogous to OSHA Bloodborne Pathogens Standard, the following exposure control plan exists.

The purpose of this plan is to reduce Eanes Independent School District employees' risk of exposure to bloodborne pathogens such as human immunodeficiency virus (HIV) and Hepatitis B virus (HBV) through appropriate prevention and control measures. The Eanes ISD Health Services Department and District Safety and Risk Manager are responsible for assisting district staff in implementation of the plan and for reviewing and updating the plan annually. A copy of this plan will be available in each school office and posted on the district intranet website for employee use. The Health Services shall maintain the master copy.

EXPOSURE DETERMINATION

The Eanes ISD Bloodborne Pathogen Exposure Control Plan requires employers to perform an exposure determination for employees who have occupational exposure to blood or other potentially infectious materials (OPIM). The exposure determination is made without regard to the use of personal protective equipment. The exposure determination is required to list all job classifications in which employees have occupational exposure, regardless of frequency. The following job classifications apply:

- Health Service Personnel
- Coaches and Athletic Trainers
- Special Education Teachers and Special Education Teacher Aides
- Physical Education Teachers
- Custodians
- Special Education Bus Drivers

The job descriptions for the above employees encompass the potential occupational exposure risks to bloodborne pathogens. The following job classifications are identified as experiencing some occupational exposure:

- Regular Education Teachers and Teacher Aides
- Regular Bus Drivers
- Maintenance Workers

The following is a list of tasks and procedures in which other district employees may experience occupational exposure:

- Breaking up fights
- Assisting with nose bleeds
- Cleaning up bloody wastes
- Bites that break the skin
- Rendering first aid or other instances involving blood or other potential infectious materials

COMPLIANCE METHODS

All employees of Eanes ISD will observe universal precautions. This method of infection control requires all blood or other potentially infectious material is to be considered infectious regardless of the perceived status of the source individual.

Personal protective equipment is required to be used to reduce the risk of exposure. Most personal protection equipment can be ordered through the district warehouse purchase requisition system.

<u>Occupation</u>	<u>Procedure/Activity</u>	<u>Type of PPE</u>
Health Service Personnel	first aid for injuries	latex disposable gloves
Coaches and trainers	first aid for injuries	latex disposable gloves
PE teachers	first aid for injuries	latex disposable gloves
Sp Ed teachers/aides	first aid/diapering, etc.	latex disposable gloves
Sp Ed bus driver's	first aid/diapering, etc.	latex disposable gloves
Custodians	clean up bloody waste trash removal	latex disposable gloves
Classroom teachers	first aid for injuries	latex disposable gloves

Hand washing facilities are also available to the employees who incur exposure to blood or their potentially infectious materials. The department's plan requires that these facilities be readily accessible after incurring exposure.

- If hand washing facilities are not feasible, the employer is required to provide either an antiseptic cleanser in conjunction with a clean cloth/paper towels, antiseptic towelettes or waterless disinfectant. If these alternatives are used, then the hands are to be washed with soap and running water as soon as feasible.

After removal of personal protective gloves, employees 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 are washed with an anti-microbial soap and water for fifteen (15) minutes.

NEEDLES/CONTAMINATED SHARPS **NEEDLES/CONTAMINATED SHARPS**

Contaminated needles and other contaminated sharps are not to be bent, recapped, sheared, or purposely broken. Contaminated sharps are to be discarded immediately or as soon as feasible in containers that are closable, puncture resistant, leakproof on sides and bottom, and biohazard labeled or color-coded.

During use, containers for contaminated sharps are easily accessible to personnel; located as close as is feasible to the immediate areas where sharps are being used or

can be reasonably anticipated to be found; maintained upright throughout use; are not allowed to be overfilled and replaced routinely.

Eanes ISD subscribes to mail back sharp disposal. All sharp disposal containers will be ordered through this process and mailed back to vendor for proper disposal. Waste manifests shall be forwarded to the Safety and Risk Management Department.

WORK AREA RESTRICTIONS

In work areas where there is a reasonable likelihood of exposure to blood or other potentially infectious materials, employees may not eat, drink, apply makeup or lip balm, or handle contact lenses. Food or drinks are not allowed in refrigerators, freezers, shelves or cabinets or on countertops where blood or OPIM are present.

Mouth pipetting or suctioning of blood or OPIM is prohibited.

All procedures are conducted in a manner to minimize splashing, spraying, and generation of droplets of blood or OPIM.

PERSONAL PROTECTIVE EQUIPMENT

All personal protective equipment used is to be provided without cost to employees. Personal protective equipment is chosen based on the anticipated exposure to blood or OPIM. The protective equipment is considered appropriate only if it does not permit blood or OPIM to pass through or reach the employee's clothing, skin, eyes, mouth or other mucous membranes under normal conditions of use and for the duration of the time that the protective equipment is used. Examples of personal protective equipment include gloves, eyewear with side shields, and masks. All protective equipment is fluid resistant.

All garments, which are penetrated by blood, are removed immediately or as soon as feasible and placed in the appropriate container. All personal protective equipment is removed prior to leaving the work area and placed in the designated area.

Gloves are to be worn where it is reasonably anticipated that employees will have hand contact with blood, OPIM, non-intact skin, and mucous membranes. Latex sensitive employees are provided with suitable alternative personal protective equipment.

Disposable gloves are not 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.

Masks in combination with eye protection devices, such as goggles, and glasses with solid side shields are required to be worn whenever splashes, spray, splatter, or droplets of blood or OPIM may be generated and eye, nose, or mouth contamination can reasonably be anticipated.

HOUSEKEEPING

Employers shall ensure that the worksite is maintained in a clean and sanitary condition. The employer shall determine and implement an appropriate written schedule for cleaning and method of decontamination based upon the location within the facility, the type of surface to be cleaned, type of soil present, and tasks or procedures being performed in the area.

All contaminated work surfaces are decontaminated after completion of procedures, immediately or as soon as feasible after any spill of blood or OPIM, and at the end of the work shift. All bins, pails, cans, and similar receptacles are to be inspected and decontaminated on a regularly scheduled basis. Any broken, glassware, which can be contaminated, is not to be picked up directly with the hands.

Some bloodborne germs may survive up to 7 days outside the human body (HBV), decontaminates must be maintained in such a manner as to ensure effectiveness:

HEPATITIS B VACCINE

All employees who have been identified as having occupational exposure to blood or OPIM will be offered the hepatitis B vaccine, at no cost to the employee, under the supervision of a licensed physician or licensed healthcare professional. Employees, who have occupational exposure to blood/OPIM, will be offered the vaccine annually by Eanes ISD Health Services.

Employees who decline the vaccine shall sign a waiver (see Appendix B)

- Employees who initially decline the vaccine but who later wish to have it may do so at no cost.
- Employees who leave their employment with the district before completing the HBV vaccination series will be provided information on the dates of their immunization and how to complete their immunization series. The district will have no responsibility for completion of the HBV vaccination series after an employee leaves the district.

The following information will be provided to the health care professional:

- Copy of EISD's Exposure Control Plan
- A written description of the exposed employee's duties as they relate to the exposure incident
- Written documentation of the route of exposure and circumstances under which exposure occurred

This information is included in the EISD Accidental Exposure to Blood/Body Fluids.

POST-EXPOSURE EVALUATION AND FOLLOW-UP

If blood or OPIM gets into eyes, mouth, or lacerations in the skin, and/or if an employee receives a needle stick from a contaminated needle; or is bitten and it breaks the skin, the employee should: (1) Thoroughly wash the area at once, (2) See the school nurse immediately after washing.

An employee who has an exposure incident shall report the incident to the school nurse. The school nurse will complete the Accidental Exposure to Blood/Body Fluid Report (see Appendix C). All sharps injuries, “sticks” by needles, are to be reported to the Texas Department of Health on a standardized TDH form (see Appendix D). Copies of both of these forms should be forwarded to the District Health Service Director and Safety Officer.

All employees who incur an exposure incident are offered a confidential medical evaluation and follow up as follows. An employee who has been exposed to bloodborne pathogens:

- Will be immediately referred by the school nurse for post-exposure treatment, testing, and follow-up by the employee’s physicians, clinic, or the local health department.
- The employee shall complete a first report of injury for workmen’s compensation within three days. First reports of injury forms are available at the EISD Human Resources office.

DECONTAMINATION

Decontaminate all contaminated work surfaces with district approved germicidal disinfectant after completion of procedures and immediately or as soon as feasible after any spill of blood or OPIM, as well as the end of the work day if the surface or equipment may have been contaminated since the last cleaning. Remember, some blood borne germs may survive up to 7 days outside the human body (HBV). Germicidal disinfectant must be used as recommended by manufacturer to ensure effectiveness.

Areas to be disinfected:

<u>Facility /Location</u>	<u>Contaminated Item(s)</u>
Nurses’ Office	Cots, counter tops, sinks, trash receptacles
Classrooms	Floors, counter tops, sinks
Cafeterias	Tables, floors
Gym	Floor
Trainer’s Office	First Aid Area
Bathrooms	Sinks, toilets, urinals, floors

- Handle laundry contaminated with blood or OPIM as little as possible
- Place laundry in appropriately marked bags at the location where it was used
- Bag all contaminated materials (towels, gauze, paper towels) at the area where contaminated in red plastic bags. Remove contaminated clothing in the work area in

which it was contaminated. Place in approved container and process or dispose of properly

TRAINING

Training for all employees is conducted prior to initial assignment to tasks where occupational exposure may occur. All employees also receive annual refresher training. This training is to be conducted within one year of the employee's previous training.

Training for employees is conducted by a person knowledgeable in the subject matter and includes an explanation of the following:

- A general explanation of the epidemiology and symptoms of bloodborne disease
- An explanation of the modes of transmission of bloodborne pathogens
- An explanation of the EISD Exposure Control Plan and where to obtain a copy
- An explanation of procedures which might cause exposure to blood or other potentially infectious materials
- An explanation of the control methods which are used at the facility to control exposure to blood or other potentially infectious materials
- An explanation of personal protective equipment available at the facility
- An explanation of the EISD's Hepatitis B vaccine program, information on the HBV vaccine, including its efficacy, safety, and the benefits of being vaccinated
- An explanation of procedures to follow in an emergency involving blood or other potentially infectious materials
- An explanation of post exposure evaluation and follow up
- An opportunity to ask questions with the individual conducting the training

RECORD KEEPING

The Health Services Department is responsible for establishing and maintaining confidential medical records for 20 years and employee training records for 3 years.

**APPENDIX A1
EISD TRAINING RECORD**

**Eanes Independent School District
BLOODBORNE Pathogen Exposure Control Plan
Training Record**

Upon completion of this EISD training program, the employee will understand:

- A general explanation of the epidemiology and symptoms of bloodborne disease
- An explanation of the modes of transmission of bloodborne pathogens
- An explanation of the EISD Exposure Control Plan and where to obtain a copy
- An explanation of procedures which might cause exposure to blood or other potentially infectious materials
- An explanation of the control methods which are used at the facility to control exposure to blood or other potentially infectious materials
- An explanation of personal protective equipment available at the facility
- An explanation of the EISD's Hepatitis B vaccine program, information on the HBV vaccine, including its efficacy, safety, and the benefits of being vaccinated
- An explanation of procedures to follow in an emergency involving blood or other potentially infectious materials
- An explanation of post exposure evaluation and follow up
- An opportunity to ask questions with the individual conducting the training

I have participated in the EISD training program on Bloodborne Pathogens, and have met the above stated objectives:

Employee Signature

Date

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
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- 9.
- 10.
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- 16.
- 17.
- 18.
- 19.

Bloodborne Pathogens

Eanes ISD



What are bloodborne pathogens?

- **Microorganisms carried by human blood and body fluids**
- **Can be spread through contact with infected blood**
- **Cause infections and illness**



Where are bloodborne pathogens found?

- **Body fluids containing visible blood**
- **Semen and vaginal secretions**
- **Torn or loose skin**



Bloodborne pathogens can cause infection by entering your body through:

- **Open cuts and nicks**
- **Skin abrasions**
- **Dermatitis**
- **Acne**
- **Mucous membranes of your mouth, eyes or nose**



Stop the Spread



Break the Chain By

- Washing Hands
- Avoiding blood or other potentially infectious material
- Using barriers (gloves)



Category 1 Job Classifications

Following occupations are identified at risk for exposure

- Health Service Personnel
- Coaches & Athletic Trainers
- PE Teachers
- Special Ed Teachers
- Special Ed Bus Drivers & Aides
- Health Occupation Teachers



Category 2 Job Classifications

Following occupations are identified as experiencing some exposure:

- Custodians
- Regular Education Teachers & Aides
- Bus Drivers
- Plumbers



Employee tasks which may cause exposure:

- | | |
|------------------------------|-----------------------------------------------------------|
| ○ Breaking up fights | ○ Bites that break the skin |
| ○ Assisting with nose bleeds | ○ Rendering first aid and other instances involving blood |
| ○ Cleaning up bloody waste | |



Special education employees should take extra caution while working with severely disabled children.

Some disabled children might be more:

- **Vulnerable to injury**
- **Likely to have special medical needs**
- **Dependent on adults for personal care**



The most common bloodborne pathogens are:

- **HIV**
- **Hepatitis B**
- **Hepatitis C**



Universal Precautions

- **All blood and potentially infectious materials are treated as if they are infectious, regardless of the perceived status of the source individual.**
- **You treat all blood and body fluids as if they are infected.**



Universal Precautions

- **Wear gloves to reduce exposure risk.**
- **Allow injured party to care for their own injury (Ex: Compress nose for nosebleeds or clean own abrasion and apply bandage themselves).**
- **Discard contaminated wastes in a lined container.**



Universal Precautions

- **Laundry contaminated clothing or place in plastic bag to take home for laundering.**
- **Wash hands vigorously with soap and under running water for 20 seconds.**
- **Use a bleach solution or 1:9 to clean contaminated surfaces.**



Universal Precautions

- **Avoid eating, drinking, applying lip balm or cosmetics or handling contact lenses where there is a likelihood of exposure.**
- **Contact school nurse if a contamination has occurred.**
- **Complete Incident Report if appropriate.**



For more information:

- See your school nurse
- www.osha.gov
- www.cdc.gov



Print this slide, sign, date
and give to your campus nurse.

File, print, select current slide



**EANES INDEPENDENT SCHOOL DISTRICT
BLOODBORNE PATHOGEN TRAINING**

2007 - 2008

I hereby acknowledge that I have viewed the Bloodborne
Pathogen Presentation.

Name

Date

Campus

Signature

**APPENDIX B
HEPATITIS B VACCINE DECLINATION STATEMENT**



EANES INDEPENDENT SCHOOL DISTRICT
601 Camp Craft Road
Austin, Texas 78746

HEALTH SERVICES

I UNDERSTAND that due to my occupational exposure to blood or other potentially infectious materials, I may be at risk of acquiring hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with hepatitis B vaccine, at no charge to myself. However, I decline hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials as an employee of EISD, and I want to be vaccinated with hepatitis B vaccine, I can receive the vaccination series at no charge to me.

Employee Signature

Date

**APPENDIX C
ACCIDENTAL EXPOSURE TO BLOOD/BODY FLUIDS
EANES INDEPENDENT SCHOOL DISTRICT**

**ACCIDENT REPORT FORM FOR
ACCIDENTAL EXPOSURE TO BLOOD/OTHER POTENTIALLY INFECTIOUS MATERIALS**

Section 1

Exposed Person's Name _____

Address _____ Phone _____ Age _____ Sex _____

Date of Accident _____ Time of Accident _____

Location of Accident (school/facility) _____

Employee's Duties as they relate to the exposure incident _____

How did it happen? Be very specific to identity of the body fluid or OPIM and whether or not there was a penetrating puncture of the skin. Was there open wound or did contamination of a mucous membrane occur. How much blood/OPIM was involved? For how long did the exposure occur?

Section 2

Name of Person to whom the blood/OPIM belonged? _____

Address _____ Age _____ Sex _____

Section 3

Treatment and/or disposition

Section 4

Doctor or clinic to whom employee was referred to _____

Copies: EISD Health Services Director
EISD Safety Officer
Employee

**APPENDIX D
CONTAMINATED SHARPS INJURING REPORTING FORM**

http://www.tdh.state.tx.us/ideas/report/sharps_e.pdf