

BLOODBORNE PATHOGENS EXPOSURE CONTROL PLAN EAST DUBUQUE UNIT SCHOOL DISTRICT #119

Facility Names: East Dubuque Elementary School
 East Dubuque High School and Junior High School
 East Dubuque District Office

Date of Preparation: March 12, 1993

Date of Revision: August 22, 2012

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

I. Exposure Determination: Job Classifications

The following job classifications are considered at-risk of occupational exposure: school nurses, health aides, teachers, paraprofessionals, supportive education teachers and assistants, athletic coaches, athletic trainers, custodians, kitchen staff, bus drivers, administrative personnel, office personnel, and student support personnel. This covers all employees who, as a result of performing their job duties, could “reasonably anticipate” to have contact with blood and other potentially infectious materials.

II. Schedule and Methods of Implementation

A. Training

1. Training programs must be conducted at the time an employee is assigned to tasks where exposure may occur and annually thereafter. This training will occur during working hours. The training will include an explanation of:
 - a. The Illinois Department of Labor Standard for Bloodborne Pathogens.
 - b. Epidemiology and symptomatology of bloodborne diseases.
 - c. Modes of transmission of bloodborne pathogens.
 - d. This Exposure Control Plan.
 - e. Procedures which might cause exposure to blood or other potentially infectious materials at the East Dubuque School District facilities.
 - f. Control methods which will be used at the East Dubuque School District facilities to control exposure to blood or other potentially infectious materials.
 - g. Personal protective equipment available at the East Dubuque School District facilities.
 - h. Signs and labels used at the East Dubuque School District facilities.
 - i. Hepatitis B vaccine program at the East Dubuque School District facilities.
2. All new employees will be trained within ten (10) days of starting employment.

B. Training Program Responsibility

The training of staff is the responsibility of the school nurse.

III. Universal Precautions

Universal precautions will be observed in order to prevent contact with blood or other potentially infectious materials. All blood and other potentially infectious material will be considered infectious regardless of the perceived status of the source individual.

IV. Engineering and Work Practices Controls

A. Engineering Controls

1. Sharp Container

Any contaminated sharps will not be bent, recapped, removed, sheared, or purposely broken. Contaminated sharps are to be placed immediately into an appropriate sharp container, which is located in the nurse's office at the Elementary School and the conference room at the High School/Junior High. Sharp containers must be kept in a locked cabinet. The sharp containers will be monitored by the school nurse. The District will contract with an infectious waste disposal company, if needed.

2. Hand-washing facilities

Hand-washing facilities are available to employees who incur exposure to blood or other potentially infectious materials in all washrooms and in some classrooms.

After removal of personal protective gloves, employees will 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 appropriately washed or flushed with water as soon as feasible following contact.

B. Work Practices

1. Gloves

Nurses, teachers, support staff, custodians, athletic trainers and anyone providing first-aid and handling body fluid spills will wear disposable gloves.

Used disposable gloves are not to be washed or decontaminated for reuse. Gloves 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 reuse provided that the integrity is not compromised. Utility gloves will be discarded if they are cracked, peeling, torn, punctured, exhibit other signs of deterioration, or when their ability to function as a barrier is compromised.

The school nurse will provide gloves to any person needing to use them for any bloodborne pathogen risk.

2. Red Bags

Anything that is potentially contaminated with blood or body fluids shall be discarded in a garbage can with a red liner. If there is no red liner available, the materials may be double-bagged.

3. Clean-up Kits for Body Fluid Spills

Clean-up kits for body fluid spills are available from custodians or the school nurse.

4. Contaminated Objects and Surfaces

Contaminated objects and surfaces will be decontaminated by the custodial staff or the school nurse.

V. Personal and Protective Equipment

A. Gloves

See IV.B.1. Gloves are to be obtained from the school nurse.

B. Other personal protective equipment

Masks, gowns, and protective eyewear will be supplied for use when there is a chance of being splashed, sprayed, or splattered, or when droplets of blood or other potentially infectious materials may be encountered by employees during clean-up of body fluid spills or during administration of student care.

C. Micro-shields

Micro-shields must be used for CPR. The shields are in the AED box near the office in each school and in the office of each school, as well as on each school bus.

VI. Documentation

A. Training

A record of each employee will be maintained in the District Office.

B. Vaccination

These confidential records will include the employee's name, social security number, a copy of the employee's HBV vaccine status, and copies of all results of examination, medical testing and follow-up procedures. These records will be kept in each employee's personnel folder in the District Office.

VII. Hepatitis B Vaccinations

The East Dubuque School District will offer hepatitis B vaccinations at no charge to all employees, unless the employee has previously received the complete hepatitis B vaccination series, antibody testing has revealed that the employee is immune, or the vaccine is contraindicated for medical reasons. Employees who are going to receive the vaccine must sign an election statement. Employees who decline a vaccination must sign the statement provided for declination.

VIII. Post-Exposure Evaluation and Follow-up

A. When an exposure occurs, the incident should be reported to the school nurse and either the principal or maintenance and transportation director.

B. All employees who incur an exposure incident will be offered post-exposure evaluation and follow-up in accordance with the Illinois Department of Labor standard.

This follow-up will include the following:

1. Documentation of the route of exposure and the circumstances related to the incident.
2. If possible, the identification of the source individual and the status of the source individual. If consent is obtained, the source individual's blood will be tested for HIV and hepatitis B.
3. The employee will be offered post-exposure prophylaxis in accordance with the current recommendations of the U.S. Public Health Service.

4. 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 the school nurse and either the principal or maintenance and transportation director.
5. The school nurse, principals, and maintenance and transportation director have been designated to ensure the policy outlined herein is effectively carried out.

C. Interaction with Health Care Professionals

A written opinion shall be obtained from the health care professional who evaluates an employee of the East Dubuque School District. Written opinions will be obtained in the following instances:

1. When the employee is sent to obtain the hepatitis B vaccine.
2. When 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 exposure incident.
2. If the employee has been informed of the results of the evaluation.
3. If the employee has been told about any medical conditions resulting from an exposure.

The written opinion to the employer is not to reference any personal medical information.

IX. Hazard Communication

The East Dubuque School District will affix warning labels to containers of potentially infected waste or other potentially infectious materials.

X. Review and Evaluation

This exposure control plan will be reviewed, evaluated, and updated at least annually, or whenever necessary to reflect new or modified tasks.

XI. Record Keeping

All records required by the Illinois Department of Labor Standard will be maintained in the District Office.

**BLOODBORNE PATHOGENS EXPOSURE CONTROL PLAN
EAST DUBUQUE UNIT SCHOOL DISTRICT #119**

POST-EXPOSURE EVALUATION AND FOLLOW-UP

1. Employee Exposed: _____

2. Date of Exposure: _____

3. Location of Exposure: _____

4. Can you identify the person who exposed you? Yes No

5. Has the source individual consented to HBV/HIV testing? Yes* No**
* If yes, attach results.
** If no, attach an explanation.

6. Has the source individual consented to release of the testing results? Yes No

7. Has the employee been informed of the testing results? Yes No

8. Was the employee offered post-exposure clean-up? Yes No

9. The employee was referred by the East Dubuque Unit School District for appropriate counseling concerning precautions to take during the period after the exposure. Yes No

Employee's Signature

Date

Supervisor's Signature

Date