

Lower Merion School District

ADMINISTRATIVE REGULATIONS

Policy No.:	203, 314, 414, 513
Section:	PUPILS
Title:	BLOOD BORNE PATHOGENS
Date Last Revised:	5/22/06

The Blood Borne Pathogens Policy which has been adopted by the Board of School Directors requires the Superintendent to develop and implement administrative procedures addressing the following:

- Assessment
- Confidentiality
- Employee training and records of training
- Use of Personal Protective Equipment
- Vaccination
- Evaluation of Exposed Employees and Students
- Medical Records

Assessment

Routine testing for blood borne diseases is not warranted. Furthermore, a screening test will not be required as a condition of continued employment or attendance at school.

Confidentiality

Confidentiality of all testing, test results, health care, counseling, social work, records and all other information relating to student or employee exposure or infection shall be maintained at all times in accordance with Pa. Act 148. (A copy of Act 148 will be kept on file in the administration office for reference). All persons shall be required to preserve the confidentiality of information disclosed to them, regardless of whether the general public may already have gained information through other sources. Any employee who disseminates in any manner confidential information in violation of this policy or in violation of the Pa. Act 148 will be subject to discipline.

Except as otherwise required by law or as expressly set forth in this policy, prior to the release of any test results, health records or any other information relating to a student or employee's infection or exposure to blood borne pathogens, the District shall obtain consent from the employee, parents of the minor student, or the student if the student has attained the age of majority. Said consent shall be in writing and shall, at a minimum, identify with specificity the information subject to release, the person or persons to whom the information may be released, the general purpose for the release, and the date upon which consent will expire.

The school physician and the District solicitor may be consulted regarding accommodations and adaptations within the school setting and with respect to further policy developments and implementation. School officials shall only be involved on a "need to know" basis.

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Infected Students and Employees

Students and employees who are infected with a blood borne disease shall not be subject to discrimination by the District. For most infected school-aged children, the benefits of an educational setting outweigh the very minimal risk of transmission to others in the school setting. Decisions about the participation of infected students in the school setting shall be made on a case by case basis in consultation with the school nurse, the infected individual, the parent or guardian (if the infected individual is a student), and the individual's physician. The risk to others shall be assessed based on the individual's behavior, neurological development, physical condition and expected interaction with others in the school setting. School personnel who are infected and capable of continued employment shall make employment decisions in consultation with their physician. School personnel who are infected retain eligibility for all benefits that are provided for other school employees with long term disease or disability.

Employee Training & Training Records

The District will provide training and disseminate information about blood borne pathogen diseases to staff, students and the general public on a regular basis and provide updates when appropriate. All school personnel should know how to properly respond to a spill or discharge of blood or body fluid in the school setting. All employees with occupational exposure shall receive training at the time of the initial assignment to tasks where exposure may take place; and thereafter, at least annually. The District shall maintain training records for three (3) years. All training records must include dates, contents of the training program or a summary, the trainer's name and qualifications, and the names and job titles of all persons attending the sessions. All curriculum planning shall comply with Policies 105.1, 105.2 and accompanying regulations.

The Operations Department is responsible for training the personnel responsible for the actual removal or other remediation of any spill or discharge of blood or body fluid in the school setting.

Staff Development Guidelines:

All District employees shall participate in a planned education program that shall be prepared and presented by the Human Resources and Pupil Services departments on a periodic basis, and which:

- a. conveys factual and current information;
- b. provides guidance on infection control procedures;
- c. informs about current law and district policies concerning blood borne pathogens;

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- d. assists staff to maintain productive parent and community relations; and
- e. includes annual review sessions.

Designated district employees shall receive additional, specialized training appropriate to their positions and responsibilities.

Blood Borne Pathogen Disease Prevention Education Guidelines:

The goals of blood borne pathogen disease prevention education shall be to promote healthy living and discourage the behaviors that put people at risk of acquiring a blood borne pathogen disease. The educational program shall:

- a. be taught at age-appropriate levels;
- b. use methods demonstrated by sound research to be effective;
- c. be consistent with community standards;
- d. follow content guidelines prepared by the Centers for Disease Control;
- e. be appropriate to students' development levels, behaviors, and cultural backgrounds;
- f. build knowledge and skills from year to year;
- g. stress the benefits of abstinence from sexual activity and drug use;
- h. address students' own concerns;
- i. include means for evaluation;
- j. be an integral part of a coordinated school health program;
- k. be taught by well-prepared instructors with adequate support; and
- l. involve parents and families as partners in education.

Parents and guardians shall be provided opportunities to preview all blood borne pathogen

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prevention curricula and materials.

Personal Protective Equipment

When exposure to blood borne pathogens may reasonably result from the performance of an employee's duties, personal protective equipment, such as gloves appropriate for use as determined by the Director of Pupil Services and the Director of Human Resources in consultation with health care professionals, shall be provided by the District to the employee and shall be used, when appropriate, to guard against contamination from blood or bodily fluids. Such equipment shall be cleaned, repaired and replaced when necessary.

Vaccination

The District shall make available the Hepatitis B vaccine and vaccination series at no charge to all employees who have occupational exposure. A Hepatitis B Vaccination shall be made available after an employee receives training and within 10 working days of initial assignment to a position with occupational exposure. Employees who have occupational exposure are encouraged, but not required to be vaccinated.

Exposed Employees

The District shall make available at no charge post exposure evaluation and follow-up to all employees who have had an exposure incident. Following a report of an exposure incident, the employee will be immediately referred for a confidential medical evaluation and follow-up care as provided in the Exposure Control Plan, including, documentation of the route of exposure, the circumstances under which the exposure incident occurred and identification and documentation of the source individual, if possible. A copy of the Exposure Control Plan shall be located in all building administrators' and nurses' offices.

Exposed Students

If a minor student has an exposure incident while at school or during a school sponsored activity, the exposed student's parents or legal guardians shall be notified as soon as possible and referred to a private physician for further care.

Medical Records

The District shall maintain medical records for each employee with occupational exposure for the duration of said employee's employment plus thirty (30) years. All medical records shall remain confidential and must include: the name; social security number; vaccination status; result of any examination, medical testing and follow-up procedures; a copy of the health care

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professional's written opinion; and a copy of information provided to the health care professional. Medical records shall not be disclosed or reported without the employee's express written consent to any person within or outside the workplace except as required by law. Medical records shall not be maintained in an employee's personnel file.

OSHA
29 C.F.R. §1910.1030