UNIVERSAL PRECAUTIONS

A.   <u>Purpose and Scope</u>

To provide guidance and direction to District personnel regarding the universal precautions that shall be preserved throughout the District to protect employees, students, and any other person in the school environment from contact with potentially infectious blood or other body fluids.

B.   <u>General</u>

"Universal Precautions" is an approach to infection control. According to the concept of universal precautions, all human blood and certain human body fluids are treated as if known to be infectious for HIV, HBV and other bloodborne pathogens. (Title 8, Section 5193)

Human immunodeficiency virus (HIV) and Hepatitis B virus (HBV) can be found in blood, semen, vaginal secretions and breast milk. Other body fluids such as feces, urine, vomit, nasal secretions, sputum, and saliva may contain infectious germs that cause other diseases. It is not always possible to know when blood or body fluids are infectious; therefore, all body fluids shall be handled as if infectious.

C.   <u>Forms Used and Additional References</u>

None

D.   <u>Procedure</u>

All students and staff shall routinely observe the following universal precautions for the prevention of infectious disease:

1.   Wear disposable waterproof gloves whenever you expect to come into direct hand contact with blood, other body fluids, or contaminated items or surfaces. This applies to incidents including, but not limited to, caring for nosebleeds or cuts, cleaning up spills, or handling clothes soiled by blood or body fluids. Do not reuse gloves. After each use, remove the gloves without touching them outside and dispose of them in a lined waste container. Gowns or smocks should also be worn if you anticipate soiling of clothes by body fluids or secretions.

UNIVERSAL PRECAUTIONS (Continued)

2. Wash your hands and any other contacted skin surfaces thoroughly for 15 to 30 seconds with dispensable soap and warm running water, rinse under running water, and thoroughly dry with disposable paper towels:

   a. Immediately after any accidental contact with blood, body fluids, drainage from wounds, or with soiled garments, objects or surfaces.

   b. Immediately after removing gloves, gowns or smocks.

   c. Before eating, drinking or feeding.

   d. Before handling food, cleaning utensils or kitchen equipment.

   e. Before and after using the toilet or diapering.

      When running water is not available, use antiseptic hand cleanser and clean towels or antiseptic towelettes, and use soap and running water as soon as feasible.

3. Clean Surfaces and equipment contaminated with blood and soap and water and disinfect them promptly with a fresh solution of bleach (ten parts water to one part bleach) or other disinfectant. While cleaning, wear disposable gloves and use disposable towels whenever possible. Rinse mops or other nondisposable items in the disinfectant.

4. Properly dispose of contaminated materials and label them as biohazardous.

   a. Place blood, body fluids, gloves, bloody dressings and other absorbent materials into appropriately labeled plastic bags or lined waste containers.

   b. Place needles, syringes and other sharp disposable objects in leak-proof, puncture-proof containers.

   c. Bag soiled towels and other laundry. Presoak with disinfectant and launder with soap and water.

   d. Dispose of urine, vomitus or feces in the sanitary sewer system.

5. Do not care for others' injuries if you have any bleeding or oozing wounds or skin conditions.

UNIVERSAL PRECAUTIONS (Continued)

6.   Use a mouthpiece, resuscitation bag or other ventilation device when readily available in place of mouth-to-mouth resuscitation.

7.   Immediately report any exposure incident or first-aid incident in accordance with the District's Exposure Control Plan or other procedures.

E.   Reports Required

None

F.   Record Retention

See Board Policy 4119.42

G.   Responsible Administrative Unit

Human Resources
Health Services

H.   Approved By

Associate Superintendent for Human Resources