

Universal Precautions and Blood Borne Pathogens Policy**Purpose**

- To protect employees from hazards associated with contact, clean-up, disposal and handling of human body fluid wastes.
- To provide an understanding of universal precautions, an approach to infection control in which all human blood and certain human body fluids are treated as if known to be infectious; where the potential exists for contact with blood or other potentially infectious material.
- To ensure compliance with NH Administrative Rules.

Responsibilities

The District shall:

1. Identify job classifications where employees have occupational exposure to blood or other potentially infectious materials.
2. Identify job classifications where some employees have exposure based on certain tasks.
3. Train the above-identified employees in proper response procedures for situations involving blood and other potentially infectious materials.
4. Train employees to treat all blood and other body fluids with universal precautions.
5. Supply first aid and potentially infectious material cleanup kits that contain:
 - a. One time use disposable gloves such as surgical or examination gloves;
 - b. Eye/face protection to protect the face against splashing of body fluids;
 - c. Material to absorb blood or other potentially infectious material;
 - d. Device(s) to scoop up the absorbent and body fluid (two pieces of stiff cardboard will suffice).
 - e. Disinfectant to clean all surfaces which blood or other potentially infectious material has contacted. For some surfaces a 1:10 bleach/water mixture is appropriate.
 - f. Biohazard containers/bags or specific containers for the disposal of sharps (needles, lancets etc.), used bandages, and all other emergency items that come in contact with blood or other potentially infectious materials. These containers must be marked so that they are not confused with other similar containers in the workplace which are used for other purposes.
 - g. Waterless, disinfectant hand cleaners.
6. These responsibilities are posted in each classroom.

The Employee shall:

1. Respond to all situations involving blood or other human body fluids with universal precautions.
2. Follow the procedure listed in this policy when responding to any situation involving blood or other potentially infectious materials.

Procedural Overview

1. Protection measures when responding to a medical emergency:
 - a. Before attending to a victim medically, don the following personal protective equipment if possible:
 - i. Single use disposable gloves.
 - ii. Eye and face protection to protect from splashed body fluids.
 - b. Attend to victim and perform needed medical measures.
 - c. Clean up and dispose of contaminated sharps and dressings as outlined below.

2. Clean-up of blood or any other potentially infectious material:
 - a. Before cleaning up any human blood or other potentially infectious material don the following protective equipment:
 - i. Single use disposable gloves.
 - ii. Eye and face protection to protect from splashed body fluids.
 - b. Pour absorbent over the entire fluid spill and wait until the fluid absorbs into the material.
 - c. Scoop up the fluid soaked absorbent using a designated device or two pieces of cardboard into a biohazard container or another container specified only for disposal of body fluids, etc.
 - d. Once all the absorbent and body fluids are scooped up, dispose of the devices into the same container.
 - e. Dispose of sharps in puncture resistant containers that are appropriately marked and designated for such purposes.
 - f. Dispose of used bandages, gauze, linens and all other items that come in contact with blood or other potentially infectious materials in biohazard containers.
 - g. Thoroughly wash hands immediately following clean-up and disposal using an appropriate disinfectant soap and warm water (waterless hand cleaners can provide for immediate washing, but are not a substitute for appropriate washing.)
3. Procedures following an unprotected critical exposure or suspected unprotected exposure to blood and/or body fluids:
 - a. Wash the affected area immediately. If exposure involves the eye, flush copiously with running water.
 - b. Do not suck or “force bleed” the exposed area.
 - c. Report the exposure to your supervisor.
 - d. Fill out a first report of injury.

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