

Sunnyvale School District

Human Resources

EXPOSURE CONTROL PLAN AND UNIVERSAL PRECAUTIONS

In June of 1994 the Board of Education approved policies and administrative regulations concerning universal precautions and occupational exposure to bloodborne pathogens. Universal Precautions is an approach to infection control. Occupational Exposure means "reasonably anticipated skin, eye, mucous membrane, or parenteral contact with blood or other potentially infectious materials". Exposure incident means "a specific eye, mouth, other mucous membrane, non-intact skin, or parenteral contact with blood or other potentially infectious materials that result from the performance of an employee's duties". Please note the following information:

Universal Precautions

It is not always possible to know when blood or body fluids are infectious; therefore, all body fluids shall be handled as if infectious. 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. After each use, remove the gloves without touching the 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.
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.

3. Clean surfaces and equipment contaminated with blood with 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 non-disposable 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 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, vomit 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.
6. Use 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.

Exposure Control Plan

1. **Exposure Determination**
The following employees have been determined to have potential occupational exposure:

Health Care Providers

2. **Hepatitis B Vaccination**
Hepatitis B vaccinations shall be provided at no cost to those employees determined to have occupational exposure to blood and other potentially infectious materials. Employees who decline to accept the vaccination shall sign the hepatitis B declination statement as required by law.

3. Designated First Aid Providers
Designated first aid providers may be exempt from the pre-exposure hepatitis B vaccine if:
 - a. Rendering first aid is not the primary job responsibility of the employee and is not performed on a regular basis.
 - b. Designated first aid providers participate in the blood borne pathogens training program.
 - c. Unvaccinated first aid providers receive the full hepatitis B vaccination series no later than 24 hours after rendering assistance in any situation involving the presence of blood or other potentially infectious materials regardless of whether an exposure incident occurred.

4. Protective Equipment
The district shall provide appropriate personal protective equipment at no cost to the employee. The district shall maintain, repair, make accessible and require employees to use and properly handle protective equipment.

5. Information and Training
The district shall provide an annual training program as specified by law to all employees in job classifications which have been determined to have some degree of occupational exposure. Such training shall include the specifics of reporting first aid incidents which involve blood or body fluids which are potentially infectious.