To: All staff

From: Health Office

<u>Please post OSHA packets, along with this notice, in an accessible location in each classroom.</u>

Universal Precautions/Contact with Body Fluids

Universal Precautions is the term for infection control measures that all people should follow to protect themselves from infectious disease. You must behave as if ***every*** individual might be infected with ***any*** germ in ***all*** situations that place you in contact with blood or body fluids.

Direct skin contact with body fluids should be avoided. Keep the enclosed gloves immediately available for use and keep hands clean and free from cuts and open areas. In the winter, it is a good idea to use hand cream to keep hands form becoming dry and chapped. If exposure occurs, thoroughly wash hands, or other exposed skin area, with soap and running water, using good friction, for at least one minute.

Clothing that is soiled should be removed, handled as little as possible, and put into plastic bags for proper laundering. Contaminated disposables such as tissues or paper towels should be handled with gloves and put into plastic bags or plastic lined containers for disposal.

If exposure can be anticipated, gloves must always be worn. Some examples of this are treating bloody noses, helping someone who is vomiting, incontinent, or has diarrhea, or cleaning up body fluid spills by hand. **Thorough hand washing is always necessary, even when gloves are worn. Remove your gloves and wash your hands.**

All employees must follow the Southington Board of Education *Bloodborne Pathogens Exposure Control Plan.*

Any employee who incurs an exposure incident must complete an *Employee Accident Report* and a *Blood/Body Fluid Exposure Incident Report* and will be offered a confidential medical evaluation for post-exposure evaluation and follow-up. See your School Nurse or Principal.



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