



Disability Development Resources, L.L.C.

Bloodborne Pathogens Exposure Control Plan

**Developed in accordance with the OSHA Bloodborne Pathogens Standard,
29 CFR 1910.1030**

PURPOSE:

The purpose of this document is to comply with OSHA's Occupational Exposures to Bloodborne Pathogens in Title 29 Code of Federal Regulations 1910.1030 and as revised in 2001 by the Needlestick Safety and Prevention Act P.L. 106-430.

The intent of this exposure control plan is to eliminate or minimize employee occupational exposure to blood or Other Potentially Infectious Materials (OPIM). OPIM include: semen, vaginal secretions, breast milk, cerebrospinal fluid, synovial fluid, pleural fluid, peritoneal fluid, pericardial fluid, amniotic fluid, saliva containing blood (as in dental procedures), and any body fluid visibly contaminated with blood (such as vomit or urine). OPIM may include the following: Blood, organs, or other tissue from experimental animals infected with HBV or HIV, tissue or organ cultures for cell cultures containing HIB, unfixed tissues (acne, burns, rashes, etc.) or organs from a human and HBV-containing cultures or other solutions.

RESPONSIBILITY:

Employees are expected to follow policies and procedures of their particular place of work. When new procedures or duties will be performed by an employee previously determined not to be at risk for potential exposure, it is DDR's responsibility to inform the employee that the employee will be subject to the requirements of the standard. The DDR Director must ensure the required employee training is completed prior to the at-risk employee starting work and an annual program review and update is performed, as required by the regulations.

ENGINEERING AND WORK PRACTICE CONTROLS:

Universal precautions will be observed by all DDR employees in order to prevent contact with blood or OPIM. All blood or OPIM will be considered infectious regardless of the perceived status of the source individual.

Engineering and work practice controls will be utilized to eliminate or minimize exposure to DDR employees.

1. Employees must wash their hands or other skin with soap and water, or flush mucous membranes with water, as soon as possible following an exposure incident (such as a splash of blood to the eyes or an accidental needle stick).
2. Employees must wash their hands immediately (or as soon as feasible) after removal of gloves or other personal protective equipment.
(If hand washing facilities are not available, DDR will provide either a waterless antiseptic cleanser or antiseptic towelettes. If these alternatives are used, then the hands are to be washed with soap and water as soon as feasible.)
3. DDR employees who encounter improperly disposed needles shall notify a DDR Director of the location of the needle(s). Needles shall be disposed of in labeled sharps containers provided at the location. If sharps containers are not available at that location, a DDR Director will pick up and dispose of the needles in an appropriate, labeled sharps container.
 - a. Needles should never be recapped.
 - b. Needles may be moved or picked up only by using a mechanical device or tool (forceps, pliers, broom and dust pan).
4. Breaking or shearing of needles is prohibited.
5. No eating, drinking, smoking, applying cosmetics or lip balm, or handling contact lenses is allowed in a work area where there is a reasonable likelihood of occupational exposure.
6. No food or drinks shall be kept in refrigerators, freezers, cabinets, shelves, or on counter tops or bench tops where blood or OPIM are present.
7. Employees must perform all procedures involving blood or OPIM in such a manner as to minimize splashing, spraying, splattering, and generation of droplets of these substances.

HOUSEKEEPING:

Decontamination will be accomplished by utilizing the following materials:

- a. 10% solution of chlorine bleach
 - b. Lysol or other EPA-registered disinfectants
- All contaminated work surfaces, tools, objects, etc. will be decontaminated immediately or as soon as feasible after any spill of blood or OPIM. The bleach solution or disinfectant must be left in contact with contaminated work surfaces, tools, objects, or potentially infectious materials for at least 10 minutes before cleaning.
 - Equipment that may become contaminated with blood or OPIM will be examined and decontaminated before servicing or use.
 - Broken glassware will not be picked up directly with the hands. Sweep or brush material into a dustpan.
 - Known or suspected contaminated sharps shall be discarded immediately or as soon as feasible in containers that are closable, puncture-resistant, leak-proof on sides and bottom, and marked with an appropriate biohazard label.
 - When containers of contaminated sharps are being moved from the area of use or discovery, the containers shall be closed immediately before removal or replacement to prevent spillage or protrusion of contents during handling, storage, transport, or shipping.
 - Reusable containers shall not be opened, emptied, or cleaned manually or in any other manner that would expose employees to the risk of percutaneous injury.

OTHER REGULATED WASTE:

Other regulated waste shall be placed in containers that are closable, constructed to contain all contents and prevent leakage of fluids during handling, storage, transportation or shipping.

The waste must be labeled or color-coded and closed before removal to prevent spillage or protrusion of contents during handling, storage, or transport.

LAUNDRY PROCEDURES:

Laundry contaminated with blood or other potentially infectious material will be handled as little as possible. Such laundry will not be sorted or rinsed in the area of use.

DDR shall coordinate cleaning or disposal of contaminated laundry.

PERSONAL PROTECTIVE EQUIPMENT:

Where occupational exposure remains after institution of engineering and work controls, personal protective equipment shall also be utilized.

DDR will provide gloves and CPR barriers at no cost to employees. DDR will replace or repair personal protective equipment as necessary at no cost to employees.

All personal protective equipment will be chosen based on the anticipated exposure to blood or OPIM. The protective equipment will be considered appropriate only if it does not permit blood or OPIM to pass through or reach the employee's clothing, skin, eyes, mouth, or mucous membranes under normal conditions of use and for the duration of time for which the protective equipment will be used.

Employees must:

1. Utilize protective equipment in occupational exposure situations.
2. Remove garments that become penetrated by blood or other potentially infectious material immediately or as soon as feasible.
3. Replace all garments that are torn or punctured, or that lose their ability to function as a barrier to bloodborne pathogens.
4. Remove all personal protective equipment before leaving the work area.
5. Place all garments in the appropriate designated area or container for storage, cleaning, decontamination, or disposal.

HEPATITIS B VACCINE:

The Hepatitis B vaccination shall be made available upon hire of the employee. It shall be made available to all employees who have potential occupational exposure unless the employee has previously received the complete Hepatitis B vaccination series, antibody testing has revealed that the employee is immune, or the vaccine is contraindicated for medical reasons.

If the employee initially declines Hepatitis B vaccination, but at a later date decides to accept the vaccination, the vaccination shall then be made available.

All employees who decline the Hepatitis B vaccination offered shall sign the OSHA-required waiver indicating their refusal.

If a routine booster dose of Hepatitis B vaccine is recommended by U.S. Public Health Service at a future date, such booster doses shall be made available at no cost to the employee.

POST-EXPOSURE EVALUATION AND FOLLOW-UP:

All exposure incidents shall be reported, investigated, and documented. When the employee incurs an exposure incident, it shall be reported immediately to their supervisor.

Following a report of an exposure incident, the exposed employee shall go to a Concentra Medical Center location of their choice for a confidential medical evaluation and follow-up, including at least the following elements:

1. Documentation of the route(s) of exposure.
2. A description of the circumstances under which the exposure occurred.
3. The identification and documentation of the source individual. (The identification is not required if the employer can establish that identification is impossible or prohibited by state or local law.)
4. The collection and testing of the source individual's blood for HBV and HIV serological status.
5. Post-exposure treatment for the employee, when medically indicated in accordance with the U.S. Public Health Service.
6. Counseling.
7. Evaluation of any reported illness.

The healthcare professional evaluating an employee will be provided with the following information:

1. A copy of this plan.
2. A copy of the OSHA Bloodborne Pathogen regulations (29 CFR 1910.1030)
3. Documentation of the route(s) of exposure.
4. A description of the circumstances under which the exposure occurred.
5. Results of the source individual's blood testing, if available.
6. All medical records applicable to treatment of the employee, including vaccination status.

The employee will receive a copy of the evaluating healthcare professional's written opinion within 15 days of the completion of the evaluation.

The healthcare professional's written opinion for Hepatitis B vaccination is limited to the following: (1) whether the employee needs Hepatitis B vaccination; (2) whether the employee has received such a vaccination.

The healthcare professional's written opinion for post-exposure evaluation and follow-up is limited to the following information:

1. That the employee was informed of the results of the evaluation.
2. That the employee was informed about any medical conditions resulting from exposure to blood or other infectious materials that require further evaluation or treatment.

All other findings or diagnoses will remain confidential and will not be in a written report.

All medical evaluations shall be made by or under the supervision of a licensed physician or by or under the supervision of another licensed healthcare professional. All laboratory tests must be conducted by an accredited laboratory at no cost to the employee. All medical records will be kept in accordance with 29 CFR 1910.1020.

TRAINING:

All high-risk employees shall participate in a training program. Training will occur before assignment to a task where occupational exposure may take place and at least annually thereafter. Additional training will be provided when changes such as modification of tasks or procedures affect the employee's occupational exposure. Any employee who is exposed to infectious materials shall receive training, even if the employee was allowed to receive the HBV vaccine after exposure.

The training program will include at least the following elements:

1. An accessible copy of the regulatory text of 29 CFR 1910.1030 and an explanation of its contents.
2. A general explanation of the epidemiology and symptoms of bloodborne diseases.
3. An explanation of the modes of transmission of bloodborne pathogens.
4. An explanation of the employer's exposure control plan and the means by which the employee can obtain a copy of the written plan.
5. An explanation of the appropriate methods for recognizing tasks and other activities that may involve exposure to blood or OPIM.
6. An explanation of the use and limitations of methods that will prevent or reduce exposure, including appropriate engineering controls, work practices, and personal protective equipment.
7. Information on the types, proper use, location, removal, handling, decontamination, and disposal of personal protective equipment.
8. An explanation of the basis for selection of personal protective equipment.