

## **BLOOD BORNE PATHOGEN EXPOSURE CONTROL PLAN FOR MONTGOMERY COUNTY EMPLOYEES**

### **GENERAL POLICY**

It is the goal of Montgomery County Government to adequately protect its employees from the risks of transmission of communicable diseases, not only during emergencies but in all work environments.

### **DEFINITIONS**

- A. **Biological Hazard.** Any viable infectious agent that presents a risk, or a potential risk, to the well-being of humans.
- B. **Communicable Disease.** A disease/illness that can be passed from one person to another.
- C. **Contaminated.** Corrupted by contact or association; infected.
- D. **High Risk.** More likely to obtain than the common person.
- E. **Medical Waste.** Waste that comes from human or animal tissues, blood, blood products, or bodily fluids to include syringes, bandages, contaminated protective equipment, and contaminated clothing.
- F. **Occupational Exposure.** Coming in contact with blood or body fluid from an ill or injured person or injury by a contaminated sharp object.
- G. **Regulated Waste.** Waste that is controlled or governed by rule or principle of law.
- H. **Universal Precautions.** A system of infection control that assumes that every direct contact with bodily fluids are infectious and requires every employee to protect themselves from such fluids by the use of personal protective equipment (PPE)

### **EMPLOYEE EXPOSURE RISK ASSESSMENT**

- A. The following employees have been determined to be at **High Risk** of exposure:
  - a. Emergency Medical Service (EMS)
  - b. Law Enforcement Officers
  - c. Medical Personnel/Healthcare Providers
  - d. Housekeeping
  - e. Maintenance
  - f. Waste Management
  
- B. The following employees have been determined to have **Minimal Risk** of exposure:
  - a. Office Personnel
  - b. Highway Department
  - c. Parks/Recreation

### **HAZARD CONTROL**

- A. **Universal Precautions.** It is the policy of Montgomery County that **ALL EMPLOYEES** use extreme caution by utilizing their PPE when working around or cleaning up potential infectious fluids. *All* body fluid is to be deemed potentially infectious.
  
- B. **Personal Protective Equipment Guidelines**
  - 1. Vinyl or latex gloves will be worn when:
    - a. An employee has a cut, abraded skin, or chapped hands
    - b. Handling blood or other body fluids or contaminated articles such as clothing, evidence, etc.
    - c. Assisting a person with non intact skin or suspect person has active bleeding.
  - 2. Gowns/Aprons and Mask/Eye Protection shall be worn when there is a likelihood of being splashed with blood and/or body fluids.

C. Work Practices

1. Hand washing with soap and water is required immediately after the removal of gloves or any other task where there is a potential for contact with body fluids.
2. Drinking and eating is prohibited in areas where there is a likelihood of exposure involving blood or body fluids.
3. If cleaning an area with possible body fluid presence use your department's bodily fluid disposal kit. If your department does not have a kit then a disinfectant must be used. If no disinfectant solution is available you can use a diluted bleach solution consisting of 1:100 dilutions to 1:10 of household bleach and water. This formula could change depending on the size of the contaminated area. Make sure this dilution is mixed fresh daily.
4. Make sure all used PPE is properly disposed of in appropriately labeled trash bags.
5. Avoid handling personal items or equipment, without wearing your PPE, while in areas where exposed blood and body fluids are present.

D. Engineering Controls

1. Leak-proof, puncture resistant containers will be used to collect sharp objects (bloody glass, needles, knives, razors, etc.)
2. Red bags with the **biohazard** symbol will be used for all contaminated items to include PPE (gloves, face mask, etc.)
3. Every employee shall make an effort to utilize equipment and procedures to prevent occupational exposure to blood and body fluids.
4. When the possibility of blood or body fluid exposure exists, personal protective equipment shall be used. **NO EXCEPTIONS!!**

**REPORTING AND RECORD KEEPING**

- A. Any reports required by OSHA will be maintained by the Risk Management Department.
- B. All reports (Training Certificates, Notice of HBV Vaccinations, and exposure reports) will be maintained for thirty (30) years.
- C. Occupationally contracted HBV or HIV will be recorded on the OSHA 300 Log of Occupational Injuries and Illnesses as an illness.
- D. Exposures to blood borne pathogens from contact with sharps will be recorded on the OSHA 300 Log of Occupational Injuries and Illnesses if a Physician prescribes treatment such as gamma globulin, hepatitis B immune globulin or hepatitis B vaccine.

**TRAINING**

- A. **ALL** personnel will receive initial and annual training either by Department Training Officers or by Risk Management on blood borne pathogens.
- B. Training will include:
  1. County Exposure Program
  2. Types and transmission of Blood-Borne Pathogens
  3. General Safety Rules
  4. Universal Precautions
  5. Use of Personal Protective Equipment
- C. Training shall be documented on the Safety Training Roster

**HEPATITIS B VACCINATION SERIES**

- A. Hepatitis B vaccinations shall be offered to County Employees identified as **High Risk** under the exposure assessment. (Law Enforcement, Maintenance, Bicounty, Health Dept, etc)
- B. Employees who decline vaccination shall complete the Hepatitis B Vaccination Declination form.(located in the appendix)
- C. Employees who decline can accept the vaccination at a later date.

**EXPOSURE PROCEDURES**

- A. Employees who become occupationally exposed shall:
  - 1. Immediately wash exposed area with soap and water.
  - 2. Report the incident to their supervisor.
  - 3. The supervisor will then need to notify Risk Management and fill out required paperwork.