

Calais School Department Bloodborne Pathogen Control Plan

The Calais School System is committed to providing a safe and healthful work environment for our entire staff. In pursuit of this goal, the following exposure control plan (ECP) is provided to eliminate or minimize occupational exposure to bloodborne pathogens in accordance with OSHA standard 29 CFR 1910.1030, "Occupational Exposure to Bloodborne Pathogens."

Employee exposure determination

The following is a list of all job classifications at our establishment in which all employees have occupational exposure:

<u>Job Title</u>	<u>Tasks creating exposure risk</u>
School nurse	Treatment of injuries/nursing procedures
Secretary/administrative staff	Treatment of injuries
Physical education staff	Treatment of injuries
Sports coaches	Treatment of injuries
Custodians	Cleaning of contaminated surfaces and body fluid spills
C.T.E. Instructors	Treatment of injuries
Staff providing personal care to students'	Personal care activities of daily living

Methods of implementation and control

Universal precautions

All employees will utilize universal precautions (standard precautions).

Exposure control plan

Employees covered by the blood borne pathogens standard receive an explanation of the ECP during their initial training session. It will also be reviewed in their annual refresher training. All employees can review this plan at any time during their work by contacting the school nurse. If requested, a copy of the ECP will be provided free of charge within 15 days of the request. The school nurse is responsible for reviewing and updating the ECP annually or more frequently if necessary.

Engineering controls and work practices

Engineering controls and work practice controls will be used to prevent or minimize exposure to bloodborne pathogens. The specific engineering controls and practices used are listed below:

1. All employees will wear protective gloves when dealing with blood or other potentially infective materials.
2. All spills of blood or other potentially infectious materials (OPIM) will be cleaned up using an approved germicidal agent.
3. All employees will wash hands after contact with blood or OPIM, regardless of whether gloves were worn.
4. Students who bloody their clothing will change into clean clothing and the soiled clothing, bagged and sent home.
5. Contaminated broken glass and other materials will not be picked up with the hands. Such items will be swept up or picked up with mechanical means.
6. Materials with blood or body fluid contamination will be placed in a leak proof plastic bag (double bagged if necessary) and appropriately disposed of.
7. Needles and other objects classified as "sharps" shall be disposed of in labeled, puncture resistant sharps container in the nurse's office. Sharps containers will be maintained or replaced by the school nurse. When disposal is necessary the nurse will make appropriate arrangements for incineration.
8. Contaminated equipment will be decontaminated if feasible and if not, sent for decontamination or disposal.

Personal protective equipment

Employees will be provided appropriate PPEs, based on anticipated risk of exposure, at no cost to them.

1. Each covered employee will be provided with latex free gloves to have readily available at work.
2. Gloves which have been contaminated will be removed and appropriately disposed of.
3. Gloves will be worn only once.
4. The employee will wash his/her hands after removing gloves.

Cleaning

Each school will be cleaned and decontaminated according to the school's cleaning schedule. The following materials will be used for decontamination

1. Bleach solution (1-part bleach to 10 parts water).
2. Germicide

Hepatitis B vaccination

1. All employees who have been identified as having risk to exposure to blood or OPIM's:
 - a. May have hepatitis B vaccination at no cost to the employee
 - i. Three consecutive doses over a 6-month period
 - b. May decline vaccination by signing a waiver
 - c. Arrangements for vaccination will be arranged within 10 days of initial assignment
 - d. Records regarding vaccination or declination will be kept by the school nurse for not less than 3 years.

Post exposure evaluation and follow-up

When an employee incurs an exposure incident, the school nurse must be notified as soon as possible. If the nurse is not available, the school administrator should be notified. The following actions will be taken:

1. Documentation of the incident, route of exposure, source individual and infectivity (if known).
2. Medical evaluation and treatment (with either the exposed employee's physician or the emergency department).
3. Post-exposure lab testing and prophylaxis
4. Counseling and follow-up as appropriate
5. Records related to exposure incidents will be maintained for no less than 30 years

Training

All school employees will receive annual training regarding bloodborne pathogens, universal precautions, and the exposure control plan. The school nurse will provide the training and keep records of the dates and participant names. Training records will be retained for no less than 3 years.