

## **Occupational Exposure Control Plan for Bloodborne Pathogens**

Southern Illinois University Carbondale

Biohazard Oversight Advisory Committee

Reviewed and Approved November 29, 2018

The Occupational Exposure Control Plan for Bloodborne Pathogens has been developed and implemented at Southern Illinois University Carbondale (SIUC) through the Biohazard Oversight Advisory Committee (BOAC), in compliance with the Occupational Safety and Health Administration (OSHA) Bloodborne Pathogens Standard, 29 CFR 1910.1030.

The plan includes the following sections:

Occupational Exposure Determination  
Schedule and Method of Implementation  
Annual and Periodic Review

Policies and Procedures:

- 100.00 Rationale for Standard Precautions
- 101.00 Standard Precautions and Engineering and Work Practice Controls
  - 101.10 Handwashing and Handwashing Facilities
  - 101.20 Disposal of Sharps
  - 101.30 Eating, Drinking and Personal Activities
  - 101.40 Storage of Food and Drink
- 102.00 Hepatitis B Vaccine
- 103.00 Personal Protective Equipment
- 104.00 Housekeeping
  - 104.10 Contaminated Employee-Owned Clothing Procedure
- 105.00 HIV and HBV Research Laboratories and Production Facilities
- 106.00 HIV and HBV Exposure Information
- 107.00 Management of Employee Exposure to Blood and Body Fluids, Post-Exposure Evaluation and Follow-Up
- 108.00 Communication of Hazards to Employees
- 109.00 Information and Training
- 110.00 Recordkeeping

Attachment 1: HBV Vaccine Declination

Attachment 2: Bloodborne Pathogens Exposure Report

Attachment 3: Employee Consent for HIV Antibody Test

Attachment 4: Counseling Checklist for Blood and/or Body Fluid Exposure

Attachment 5: HBV Exposure Information

Attachment 6: Bloodborne Pathogens Training Record

Attachment 7: Bloodborne Pathogens Exposure Incident Healthcare Professional's Written Opinion

Attachment 8: Disinfectants for Use Against Bloodborne Pathogens

Attachment 9: OSHA Bloodborne Pathogens Standard

## **SECTION 1. OCCUPATIONAL EXPOSURE DETERMINATION**

SIUC has examined the potential for occupational exposure of all employees. SIUC reviewed the potential for occupational exposure without regard to the use of personal protective equipment. The University's determination is that some employees are routinely faced with occupational exposure, while others are periodically or rarely faced with possible exposure.

All employees in job classifications listed in Table 1 are considered to routinely have occupational exposure. *Some* employees in job classifications listed in Table 2 have routine occupational exposure. *Some* employees in job classifications listed in Table 3 have rare occupational exposure. It is the duty of University, Department and Unit management to identify specific positions that fall within these categories. A list of general job duties that may lead to occupational exposure are listed in Table 4.

## Table 1

### Job Classifications in Which All Employees Have Routine Occupational Exposure\*

Athletic Trainer/Staff  
Dental Hygiene Faculty/Staff  
M.D. Staff/Faculty  
Medical Assistant  
Medical Laboratory Assistant Series  
Medical Laboratory Technician Series  
Medical Technologist Series  
Mortuary Science Faculty/Staff  
Nurse Series  
Radiographer Series

\*Graduate Assistants and Student Employees who have specific duties related to these positions also fall under these guidelines.

## Table 2

Job Classifications in Which Some Employees may have Occupational Exposure\*

Center for Environmental Health and Safety Staff  
Child Care Assistant/Driver  
Child Development Staff  
Coaching Staff  
Disabled Students Services Staff  
Forensic Sciences Faculty and Staff  
Forest Custodian  
Outdoor Program Staff  
Plumbers  
Police Officer Series  
Radiologic Technology Faculty  
Swimming Pool Tender  
Touch of Nature Environmental Center Staff

\*Graduate Assistants and Student Employees who have specific duties related to these positions also fall under these guidelines.

Table 3

Job Classifications in Which Some Employees May Have Rare Occupational Exposure\*

Building Service Worker Series  
Cognitive Neurosciences Faculty and Staff  
Counseling Psychologist  
Evaluation and Developmental Center Faculty and Staff  
Intramural Sports Coordinator  
Pharmacy Staff  
Student Recreation Center Staff  
Touch of Nature Director  
University Housing and Food Service Director and Staff

\*Graduate Assistants and Student Employees who have specific duties related to these positions also fall under these guidelines.

## Table 4

### Job Duties That May Lead to Exposure to Bloodborne Pathogens

#### *Patient Care Activities*

- Direct patient care contact, including emergency first aid.
- Assisting or performing diagnostic or therapeutic patient care procedures.
- Assisting in surgical procedures.
- Assisting in routine personal care activities.

#### *Handling of Human Blood, Body Fluids or Tissue*

- Collecting body fluid or tissue specimens.
- Transporting body fluid or tissue specimens.
- Operating laboratory equipment used in blood, blood derivative or other body fluid testing.
- Performing qualitative and quantitative tests and examinations of body fluid or tissue specimens.
- Disposal or storage of body fluid or tissue specimens.
- Human cell culture from strains not certified to be free of bloodborne pathogens

#### *Cleaning Patient Care or Laboratory Areas and Equipment*

- Washing/cleaning laboratory glassware, apparatus, floors, workbenches, or counters.
- Cleaning and sterilizing equipment and instruments.
- Collecting soiled linen.
- Cleaning patient care areas.

*Handling infectious, or potentially infectious agents, animals, or research material.*

*Handling blood or other tissues from primates.*

*Handling potentially infectious medical wastes (PIMW), including sharps.*

## **SECTION 2. SCHEDULE AND METHOD OF IMPLEMENTATION**

SIUC, after review of existing policies and State and Federal requirements, has established this Occupational Exposure Control Plan (OECF). This OECF shall be available electronically to all appropriate Departments and Administrative Units within the University under the supervision of the Biohazard Oversight Advisory Committee (BOAC). The OECF can be found at this website:  
<https://cehs.siu.edu/common/documents/bbp.pdf>

All Departments and Administrative Units shall be responsible for implementing this OECF in accordance with Policies and Procedures set forth in Section 4.

The Center for Environmental Health and Safety (CEHS) will assist Departments and Administrative Units in implementing the OECF.

### **SECTION 3. ANNUAL AND PERIODIC REVIEW**

This Occupational Exposure Control Plan shall be reviewed and updated at least annually by the Biohazard Oversight Advisory Committee, whenever necessary to reflect new or modified tasks and procedures that affect occupational exposure, and to reflect new or revised employee positions with occupational exposure.

An electronic copy of this Plan will be made accessible to personnel who may be at risk, as defined in Section 1, Tables 1, 2 and 3, and can be found at the following website: <https://cehs.siu.edu/common/documents/bbp.pdf>

## SECTION 4. POLICIES AND PROCEDURES

### OECP - 100.00 RATIONALE FOR STANDARD PRECAUTIONS

Standard Precautions are designed to prevent the spread of microorganisms among persons. Using Standard Precautions interrupts the chain of infection. Spread of infection requires three elements: a source of infecting organisms, a susceptible host, and a means of transmission for the organism.

#### **Source**

The source of the infecting agent may be employees, students, research animals or materials, or visitors, and may include persons with acute disease, persons in the incubation period of the disease, or persons who are colonized by the infectious agent but have no apparent disease. Another source of infection can be the person's own endogenous flora (autogenous infection). Other potential sources are inanimate objects in the environment that have become contaminated, including equipment, medications, and laboratory cultures.

#### **Host**

Resistance to pathogenic microorganisms varies greatly. Some persons may be immune to or able to resist colonization by an infectious agent; others exposed to the same agent may establish a commensal relationship with the infecting organism and become asymptomatic carriers; still others may develop clinical disease. Persons with diabetes mellitus, lymphoma, leukemia, neoplasia, granulocytopenia, or uremia and those treated with certain antimicrobials, corticosteroids, irradiation, or immunosuppressive agents may be particularly prone to infection. Age, chronic debilitating disease, shock, coma, traumatic injury, or surgical procedures also can make a person more susceptible to infection.

#### **Transmission**

Microorganisms are transmitted by various routes, and the same microorganisms may be transmitted by more than one route. For example, varicella-zoster virus can spread either by the airborne route (droplet nuclei) or by direct contact.

There are four main routes of transmission - contact, airborne, vehicle, and vectorborne.

- A. Contact transmission, the most important and frequent means of transmission of infections, can be divided into three subgroups: direct contact, indirect contact, and droplet contact.
  1. *Direct Contact* - This involves direct physical transfer between a susceptible host and an infected or colonized person, such as occurs when patient-care personnel change dressings or perform other procedures requiring direct personal contact. Direct contact can also occur between two individuals, one serving as the source of infection and the other as a susceptible host.

2. *Indirect Contact* - This involves personal contact of the susceptible host with contaminated intermediate objects, usually inanimate, such as bed linens, clothing, instruments, and dressings.
  3. *Droplet Contact* - Infectious agents may come in contact with the conjunctivae, nose, or mouth of a susceptible person as a result of coughing, sneezing, or talking by an infected person who has clinical disease or is a carrier of the organism. This is considered "contact" transmission rather than airborne because droplets usually travel no more than about three feet.
- B. Airborne transmission occurs by dissemination of either droplet nuclei (residue of evaporated droplets that may remain suspended in the air for long periods of time) or dust particles in the air containing the infectious agent. Organisms carried in this manner can be widely dispersed by air currents before being inhaled by or deposited on the susceptible host.
- C. The vehicle transmission route applies in diseases transmitted through these contaminated items:
1. Food, such as in salmonellosis;
  2. Water, such as in legionellosis;
  3. Drugs, such as in bacteremia resulting from infusion of a contaminated infusion product;
  4. Blood, such as in hepatitis B virus (HBV) or HIV infection.
- D. Vectorborne transmission is the transfer of pathogenic microorganisms from a living agent (e.g., arthropods such as ticks, fleas, or lice, or vertebrates such as dogs or rats) to the human host, usually by means of parenteral inoculation (biting). Examples of these diseases are Lyme disease, bubonic plague, and Rocky Mountain spotted fever.

OECP - 101.00  
STANDARD PRECAUTIONS AND ENGINEERING AND WORK PRACTICE  
CONTROLS

Standard precautions are prudent practices that apply to the prevention of infectious disease transmission. These precautions, based on recommendations from the Centers for Disease Control and Prevention, must be used routinely on all persons and contaminated items. Under normal circumstances, however, contact with sweat and tears does not require gloves or other personal protective equipment. Standard precautions must be used whenever differentiation of body fluids is difficult.

- A. *Handwashing.* Handwashing is the single most effective means of preventing the spread of infections. Hands and other skin must be washed thoroughly and immediately with soap and water if they accidentally become contaminated with blood, body fluids, excretions, or secretions. Hands must be thoroughly and immediately washed with soap and water after removal of gloves. Further, mucous membranes must be flushed with water immediately after contamination (see OECP - 101.10 Handwashing and Handwashing Facilities).
- B. *Sharps disposal.* Contaminated used sharp items (needles, scalpel blades, glass pipettes, and other sharp instruments) should be considered as potentially infectious and be handled with extraordinary care to prevent unintentional injuries. Regulated sharps waste includes both used and unused disposable syringes and needles, scalpel blades, razor blades, and glass Pasteur pipettes. These should be placed in puncture-resistant containers designated specifically for this purpose. These containers must be located as close as practical to the area where the sharps are used. Under normal work circumstances, **syringe needles SHALL NOT be recapped**, purposefully bent, removed from disposable syringes, or otherwise manipulated by hand. Shearing or breaking of contaminated needles is prohibited.
- C. *Anticipated potential exposure.* All treatments and procedures must be performed in such a manner as to reduce the possibility of direct exposure to a patient's mucous membranes, broken skin (including rashes), blood or other body fluids, secretions or excretions, or potentially infectious laboratory cultures. Anticipated exposure may require gloves, when handling soiled items or contaminated equipment.

Gloves will be provided by individual Departments or Administrative Units, and are mandatory for:

1. Direct contact with skin or mucous membranes at all times and especially when the employee has cuts, scratches, or other breaks in the skin.
2. Venipunctures.
3. Situations where the healthcare worker judges that hand contamination with blood may occur, for example, when changing dressings on a patient.

4. Finger and/or heel sticks on infants and children.
  5. Persons who are receiving training in venipuncture procedures.
  6. Persons handling body fluids or potentially infectious laboratory cultures.
- D. *Anticipated direct exposure.* Masks, eye coverings, and gowns are required, in addition to gloves, if aerosolization or splashes are likely to occur (see OECP - 103.00 Personal Protective Equipment) when performing procedures involving more extensive and predictable contact with blood or other body fluids, secretions or excretions, as in some dental or endoscopic procedures, postmortem examinations, or in handling infectious cultures.
- E. *Ventilation devices.* To minimize the need for emergency mouth-to-mouth resuscitation, mouth pieces, resuscitation bags or other ventilation devices should be strategically located and available for use in areas where the need for resuscitation is predictable.
- F. *Blood spills.* If a spill of blood occurs, spray the spill with 20% chlorine bleach or any disinfectant certified to be effective for use against bloodborne pathogens (Attachment 7). The surface must remain wet with the disinfectant for at least five minutes. After the disinfectant time period elapses, don gloves and wipe up the spill with paper towels. Spray the area again with disinfectant, and then wipe again. Discard all paper towels and gloves in a red biohazard bag, and tie securely prior to disposal.
- G. *Work restrictions.* Routine work restrictions for personnel who are pregnant or who have chronic illness are not necessary for purposes of infection control.
- H. *Open wounds.* No healthcare worker who has **exudative lesions** or **weeping dermatitis** should perform or assist in invasive procedures or other direct patient-care activities or handle equipment used in patient care.
- I. *Pipetting.* Mouth pipetting or suctioning of blood or other potentially infectious materials is prohibited.
- J. *Specimen handling.* Specimens of blood, laboratory cultures, or other potentially infectious materials, shall be placed in a container which prevents leakage during collection, handling, processing, storage, transport, or shipping.
1. The container for storage or transport shall be labeled or color-coded according to OECP-108.00 "Communication of Hazards to Employees" and closed prior to being stored or transported. When Standard Precautions are utilized in the handling of all specimens, the labeling/color-coding of specimens is not necessary provided containers are recognizable as containing specimens. This exemption only applies while such specimens/containers remain within the facility. Labeling or color-coding in accordance with OECP - 108.00 "Communication of Hazards to Employees" is required when such specimens/containers leave the facility. Shipping of biohazardous specimens must be in accordance with 42-CFR, part 72, "Interstate Shipment of Etiologic Agents", a copy of which can be

obtained from the following website:

<https://www.cdc.gov/vaccines/pubs/surv-manual/appx/appendix24-etiological-agent.pdf>

2. If outside contamination of the primary container occurs, the primary container shall be placed within a second container which prevents leakage during handling, processing, storage, transport, or shipping and is labeled or color-coded according to the requirements of OECP - 108.00 "Communication of Hazards to Employees."
  3. If the specimen could puncture the primary container, the primary container shall be placed within a secondary container which is puncture-resistant in addition to the above characteristics.
- K. *Equipment decontamination.* Equipment which may become contaminated with blood or other potentially infectious materials shall be examined prior to servicing or shipping and shall be decontaminated as necessary, unless the Department or Administrative Unit can demonstrate to the CEHS that decontamination of such equipment or portions of such equipment is not feasible.
1. A readily observable label in accordance with OECP - 108.00 "Communication of Hazards to Employees" shall be attached to the equipment stating which portions remain contaminated.
  2. The Department or Administrative Unit releasing such equipment shall ensure that this information is conveyed to all affected employees, the servicing representative, and/or the manufacturer, as appropriate, prior to handling, servicing, or shipping so that appropriate precautions will be taken.

OECF - 101.10  
HANDWASHING AND HANDWASHING FACILITIES

Because many types of infections may be caused by organisms transmitted on the hands of personnel, handwashing is generally considered the single most important procedure in preventing the spread of infection. For this reason guidelines for the use of appropriate handwashing are provided.

**Handwashing Guidelines - Routine Patient Care**

For routine contacts and procedures, a vigorous rubbing together of all surfaces of lathered hands for at least 40 seconds, followed by rinsing under a stream of water is recommended, using a product which is generally acceptable to personnel. In the absence of a true emergency, personnel must always wash their hands:

- A. Before performing non-surgical invasive procedures (e.g., insertion of intravenous catheters).
- B. Before taking care of particularly susceptible individuals, such as those who are severely immunocompromised.
- C. Before and after touching wounds, whether surgical, traumatic, or associated with an invasive device.
- D. After situations during which microbial contamination of hands is likely to occur, especially those involving contact with mucous membranes, blood or body fluids, secretions, excretions, broken skin, infectious cultures, or animals.
- E. After touching inanimate sources that are likely to be contaminated with virulent or epidemiologically important microorganisms. These sources include urine-measuring devices or secretion-collection apparatuses.
- F. After removing gloves.
- G. Between contacts with different individuals.
- H. Before preparing medication.
- I. Before and after all procedures or treatments.
- J. After using restroom facilities.
- K. Before leaving research areas.

**Handwashing Facilities**

- A. Routine Patient Care Areas

Handwashing facilities will be readily accessible to employees. When provision of handwashing facilities is not feasible, an appropriate antiseptic

hand cleaner and clean cloth/paper towels or antiseptic towelettes will be provided.

1. Each handwashing station will be provided with a liquid soap dispenser, soap and single-use disposable paper towels.
2. When antiseptic towelettes or cleaner are used, hands will be washed with soap and running water as soon as feasible.

B. Non-Patient Contact Areas (e.g., public restrooms and other areas in which there is no direct patient contact).

Handwashing facilities, including sinks with running water, should be conveniently located for frequent use. However, when provision of handwashing facilities is not feasible, an antiseptic handwashing product that is generally acceptable to personnel is to be provided. It is not necessary for this product to be medicated or antimicrobial. *Gloves do not serve as a substitute for handwashing* (see OECF - 101.00 Standard Precautions and Engineering and Work Practice Controls).

OECP - 101.20  
DISPOSAL OF SHARPS

Engineering and Work Practice Controls shall be used to eliminate or minimize employee exposure. All needles and sharps should be considered potentially infectious and handled with care.

*Contaminated sharps* means any contaminated object that can penetrate the skin including, but not limited to, needles, scalpels, broken glass, broken capillary tubes, Pasteur pipettes, and exposed dental wires.

**Disposal of Regulated Sharps**

Sharps shall be placed in containers that are designed for such purpose (i.e., puncture-resistant, labeled or color coded, leakproof on sides and bottom, closable) immediately or as soon as possible after use.

To prevent needlestick injuries, needles should not be recapped, purposely bent, broken, removed from disposable syringes, or manipulated by hand. Shearing or breaking of needles is prohibited.

**Availability/Disposal of Sharps Disposal Containers**

All disposable needles and syringes should be placed into puncture-resistant containers designed and labeled specifically for this purpose in accordance with OECP - 108.00 "Communication of Hazards to Employees." These containers must be provided by the Department or Administrative Unit.

A. Containers for sharps shall be:

1. Easily accessible to personnel and located as close as is feasible to the immediate area where sharps are used or can be reasonably anticipated to be found (e.g., exam rooms, nursing stations, treatment rooms, or laboratories).
2. These containers must be maintained upright throughout use.
3. Containers must be routinely replaced and not be allowed to overfill.  
Containers must be replaced when they are 3/4 full.

B. Disposal of sharps containers shall be carried out by:

1. Closure immediately prior to removal or replacement to prevent spillage or protrusion of contents.
2. Placed in a secondary container if leakage is possible or if the outside of the container is contaminated by blood or body fluids.

The second container shall be:

- a. closable;
- b. constructed to contain all contents and prevent leakage during handling, storage, transport, or shipping; and
- c. labeled with a biohazard label.

- C. Sharps containers should be attached to a wall or other structure, where feasible, rather than sitting on a counter.
- D. All sharps disposal containers shall be labeled with biohazard symbol or color coded (orange or orange-red).
- E. Sharps disposal will be done by the Center for Environmental Health and Safety (CEHS). Contact CEHS at 453-7180 or go to the following website for additional information: <https://cehs.siu.edu/lab-haz/bio-safety/fact-sheets/sharps-disposal.php>

OECF - 101.30  
EATING, DRINKING, AND PERSONAL ACTIVITIES

Engineering and Work Practice Controls concerning eating, drinking, and other personal activities shall be used to eliminate or minimize employee exposure. The following practices are **prohibited** in all research and clinical work areas. This includes examination and treatment rooms, laboratories, utility rooms, or other areas where medications or laboratory specimens are prepared or stored.

- Eating
- Drinking
- Smoking
- Self-application of lip balm or cosmetics
- Handling of one's own contact lenses

OECF - 101.40  
STORAGE OF FOOD AND DRINK

Engineering and Work Practice Controls concerning the storage of food and drink shall be used to eliminate or minimize employee exposure. In general, human food and drink storage are **prohibited** in clinical and laboratory work areas, and in animal facilities.

- A. Food and drink shall not be stored in any room where blood or other potentially infectious materials are present.
- B. Food and drink shall not be kept in refrigerators or freezers where blood or other potentially infectious materials are present.
- C. Food and drink shall not be kept in refrigerators or freezers where vaccines or medications are stored.
- D. Food and drink shall not be kept on shelves, cabinets, or counter tops where blood or other potentially infectious materials are present.

OEC - 102.00  
HEPATITIS B VACCINATION PROGRAM

A. *General*

1. SIUC shall make available the hepatitis B virus (HBV) vaccine and vaccination series to all employees who have occupational exposure. Post-exposure evaluation and follow-up shall be made available to all employees who have had an exposure to bloodborne pathogens.
2. SIUC shall ensure that all medical evaluations and procedures including the hepatitis B vaccine and vaccination series and post-exposure evaluation and follow-up, including prophylaxis, are:
  - a. Made available at no cost to the employee;
  - b. Made available to the employee at a reasonable time and place;
  - c. Performed by or under the supervision of a licensed physician or by or under the supervision of another licensed healthcare professional; and
  - d. Provided according to recommendations of the U.S. Public Health Service current at the time these evaluations and procedures take place, except as specified in the OSHA Bloodborne Pathogens Standard (See Attachment 8).

B. *Hepatitis B Vaccination*

1. Vaccination is offered to all employees in job classifications listed in Table 1 and to employees in job classifications in Tables 2 and 3 who perform tasks listed in Table 4.
2. Hepatitis B vaccination shall be made available after the employee has received required training and within 10 working days of initial assignment to all employees who have 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. All current employees referred to in paragraph B1 of this section shall be offered vaccination within 90 days of adoption of this Occupational Exposure Control Plan.
3. SIUC shall not make participation in a prescreening program a prerequisite for receiving hepatitis B vaccination.
4. If the employee initially declines hepatitis B vaccination but, at a later date, while still covered under the standard, decides to accept the vaccination, SIUC shall make available hepatitis B vaccination at that time.
5. SIUC shall ensure that employees who decline to accept hepatitis B vaccination offered by SIUC sign the Hepatitis B Vaccine Declination Statement (Attachment 1).
6. If a routine booster dose(s) of hepatitis B vaccine is recommended by the U.S. Public Health Service at a future date, such booster dose(s) shall be made available in accordance with the OSHA Bloodborne Pathogens Standard (Attachment 8).
7. If an employee terminates employment, it is his/her responsibility to complete the vaccination series at his/her own expense.

C. *Post-exposure Evaluation and Follow-Up*

See OECF - 107.00 "Management of Employee Exposure to Blood and Body Fluids – Post exposure Evaluation and Follow-Up" for details of required procedures.

OECF - 103.00  
PERSONAL PROTECTIVE EQUIPMENT

A. *Personal Protective Equipment (PPE)*

When there is a potential for occupational exposure, SIUC provides, at no cost to the employee, appropriate personal protective equipment such as, but not limited to, gloves, gowns, laboratory coats, face shields or masks and eye protection, and mouthpieces, resuscitation bags, pocket masks, or other ventilation devices. Personal protective equipment is "appropriate" to the situation when it does not permit blood or other potentially infectious materials to pass through to or reach the employee's work clothes, undergarments, skin, eyes, mouth, or other mucous membranes under normal conditions of use and for the duration of time which the protective equipment will be used.

B. *Use of PPE*

SIUC requires that employees use appropriate personal protective equipment. Departments or Administrative Units are responsible for providing, cleaning, laundering, replacing or disposing appropriate personal protective equipment.

C. *Accessibility of PPE*

Appropriate personal protective equipment in appropriate sizes is readily accessible at the worksite or is issued to employees. Hypoallergenic gloves, glove liners, powderless gloves, or other similar alternatives shall be readily accessible to those employees who are allergic to the gloves normally provided. Under normal circumstances, disposable nitrile gloves are preferred for use. Latex gloves are not permitted.

D. *Cleaning, Laundering, Replacement and Disposal of PPE*

1. SIUC shall clean, launder, or dispose of personal protective equipment at no cost to employees.
2. SIUC shall repair or replace personal protective equipment as needed to maintain its effectiveness, at no cost to employees.
3. SIUC employees must report defective personal protective equipment to their supervisor or Department head as appropriate.
4. If a garment(s) is penetrated by blood or other potentially infectious materials, the garment(s) shall be removed immediately or as soon as feasible and handled appropriately.
5. All personal protective equipment shall be removed prior to leaving the work area.
6. When personal protective equipment is removed it shall be placed in an appropriately designated area or container for storage, washing, decontamination, or disposal.
7. Every site shall establish a method for collecting and laundering personal clothing that is penetrated by blood or other potentially infectious material (see OECF 104.10 Contaminated Employee-owned Clothing Procedure, for information regarding laundering).

E. *Gloves*

Gloves shall be worn when it can be reasonably anticipated that the employee may have hand contact with blood, other potentially infectious materials, mucous membranes, and non-intact skin; when performing venipuncture procedures and when handling or touching contaminated items or surfaces.

1. Disposable (single use) gloves, such as surgical or examination gloves, shall be replaced as soon as practical when contaminated or as soon as feasible if they are torn, punctured or when their ability to function as a barrier is compromised.
2. Disposable (single use) gloves shall not be washed or decontaminated for reuse.
3. Utility gloves may be decontaminated for reuse if the integrity of the glove is not compromised. However, they must be discarded if they are cracked, peeling, torn, punctured, or exhibit other signs of deterioration or when their ability to function as a barrier is compromised.

F. *Masks, Eye Protection, and Face Shields*

Masks in combination with eye protection devices, such as goggles or glasses with solid side shields or chin-length face shields, shall be worn whenever splashes, spray, spatter, or droplets of blood or other potentially infectious materials may be generated and eye, nose, or mouth contamination can be reasonably anticipated.

G. *Gowns, Aprons, and Other Protective Body Clothing*

Appropriate protective clothing, such as, but not limited to, gowns, aprons, lab coats, clinic jackets, or similar outer garments, shall be worn in occupational exposure situations. The type and characteristics will depend upon the task and degree of exposure anticipated.

H. *Surgical caps or hoods and/or shoe covers or boots*

Surgical caps or hoods and/or shoe covers or boots shall be worn in instances when gross contamination can reasonably be anticipated.

OECP - 104.00  
HOUSEKEEPING

A. *General*

SIUC ensures that all worksites are maintained in a clean and sanitary condition. SIUC has implemented an appropriate written schedule for cleaning and methods of decontamination based upon the location within the facility, type of surface to be cleaned, type of soil present, and tasks or procedures being performed in the area.

B. *All equipment and environmental and working surfaces are required to be cleaned and decontaminated after contact with the blood or other potentially infectious materials.*

1. Contaminated work surfaces shall be decontaminated with 20% chlorine bleach or any disinfectant certified to be effective for use against bloodborne pathogens (see Appendix 1) after completion of procedures; as soon as possible when surfaces are overtly contaminated with any spill of blood or other potentially infectious materials; and at the end of the work shift if the surface may have become contaminated since the last cleaning.
2. Protective coverings, such as plastic wrap, aluminum foil, or imperviously backed absorbent paper used to cover equipment and environmental surfaces, shall be removed and replaced as soon as feasible when they become overtly contaminated or at the end of the work shift if they may have become contaminated during the shift.
3. All bins, pails, cans, and similar receptacles intended for reuse which have a reasonable likelihood for becoming contaminated with blood or other potentially infectious materials shall be inspected and decontaminated on a regularly scheduled basis and cleaned and decontaminated as soon as possible upon visible contamination.
4. Broken glassware which may be contaminated shall not be picked up directly with the hands. **Broken glass shall be cleaned up using mechanical means such as a brush and dust pan, tongs, or forceps, after thoroughly wetting the area with a decontaminating solution. Under no circumstances shall such material be swept "dry". Precautions shall also be taken to decontaminate mechanical devices such as buckets, mops, brooms, tongs, forceps and dustpans used in cleanup procedures.**
5. Reusable sharps that are contaminated with blood or other potentially infectious materials shall not be stored or processed in a manner that requires employees to reach by hand into the containers where these sharps have been placed.

C. *Regulated Waste*

Regulated Waste is liquid or semiliquid blood or other potentially infectious materials; contaminated items that would release blood or other potentially infectious materials in a liquid or semiliquid state if compressed; items that are caked with dried blood or other potentially infectious materials that are capable of releasing these materials during handling; contaminated sharps; and pathological and microbiological wastes containing blood or other potentially infectious materials.

1. General Regulated Waste Containment and Disposal
  - a. Regulated waste shall be placed in containers which are:

- 1) Closable;
  - 2) Constructed to contain all contents and prevent leakage of fluids during handling, storage, transport, or shipping;
  - 3) Properly labeled or color-coded; and
  - 4) Closed prior to removal to prevent spillage or protrusion of contents during handling, storage, transport, or shipping
- b. If outside contamination of the regulated waste container occurs, it shall be placed in a second container. The second container shall be:
- 1) Closable;
  - 2) Constructed to contain all contents and prevent leakage of fluids during handling, storage, transport, or shipping;
  - 3) Properly labeled or color-coded; and
  - 4) Closed prior to removal to prevent spillage or protrusion of contents during handling, storage, transport, or shipping.
- c. Disposal of all regulated waste shall be in accordance with applicable regulations of the United States, States and Territories, and political subdivisions of States and Territories.
- d. Regulated waste shall be disposed of by the Center for Environmental Health and Safety (CEHS). For pick-up of regulated waste, contact CEHS at 453-7180 or complete an on-line pickup request form at <https://cehs.siu.edu/lab-haz/bio-safety/forms/>
2. Contaminated Sharps Containment and Disposal
- a. Contaminated sharps shall be discarded immediately or as soon as possible in containers that are:
- 1) Closable;
  - 2) Puncture-resistant;
  - 3) Leakproof on sides and bottom; and
  - 4) Properly labeled or color-coded.
- b. During use, containers for contaminated sharps shall be:
- 1) Easily accessible to personnel and located as close as feasible to the immediate area where sharps are used or can be reasonably anticipated to be found (e.g., laundries);
  - 2) Maintained upright throughout use; and
  - 3) Replaced when 3/4 full.
- c. When moving containers of contaminated sharps from the area of use, the containers shall be:
- 1) Closed immediately prior to removal or replacement to prevent spillage or protrusion of contents during handling, storage, transport, or shipping;
  - 2) Placed in a secondary container if leakage is possible. The second container shall be:
    - a) Closable;
    - b) Constructed to contain all contents and prevent leakage during handling, storage, transport, or shipping; and
    - c) Properly labeled or color-coded.
- d. Reusable sharps disposal containers shall not be used.

- e. Disposal of all regulated waste shall be in accordance with applicable regulations of the United States, States and Territories, and political subdivisions of States and Territories.
- f. Sharps containers must be provided by the Department or Administrative Unit.
- g. Sharps waste shall be disposed of by the Center for Environmental Health and Safety (CEHS). For pick-up of sharps waste, contact CEHS at 453-7180 or complete an on-line pickup request form at: <https://cehs.siu.edu/lab-haz/bio-safety/forms/>

#### D. *Laundry*

1. Contaminated laundry shall be handled as little as possible with a minimum of agitation.
  - a. Contaminated laundry shall be bagged or containerized at the location where it was used and shall not be sorted or rinsed in the location of use.
  - b. Contaminated laundry shall be placed and transported in bags or containers and properly labeled. When Standard Precautions are utilized in the handling of all soiled laundry, alternative labeling is sufficient if it permits all employees to recognize the containers as requiring compliance with Standard Precautions.
  - c. Whenever contaminated laundry is wet and presents a reasonable likelihood of soak-through or of leakage from the bag or container, the laundry shall be placed and transported in bags or containers which prevent soak-through and/or leakage of fluids to the exterior.
2. All employees who have contact with contaminated laundry shall wear protective gloves and other appropriate personal protective equipment.
3. If contaminated laundry is shipped off-site to a second facility which does not utilize Standard Precautions in the handling of all laundry, the contaminated laundry must be placed in laundry bags or containers that are properly labeled and color-coded.

OECP - 104.10  
CONTAMINATED EMPLOYEE-OWNED CLOTHING PROCEDURE

This policy is established to provide a mechanism for laundering of employee-owned clothing which has become penetrated by blood or body fluids during the course of an employee's duties, with the aim of decreasing pathogenic microbial contamination.

*Instructions:*

1. Remove contaminated clothing;
2. Place clothing in biohazard bag (contact CEHS if a bag is needed);
3. Contact Consolidated Waste Industries (CWI) at 549-8027 to pick up the contaminated clothing. CWI will pick up contaminated clothing on Thursday and return it on the following Monday, or will pick up clothing on Monday and return it the following Thursday.
4. The Department or Administrative Unit is responsible for paying for such laundering.

OECP - 105.00

HIV AND HBV RESEARCH LABORATORIES AND PRODUCTION FACILITIES

At this time, no HIV or HBV research or production work is being performed at SIUC. If such work is proposed in the future, policies will be promulgated to comply with OSHA's Bloodborne Pathogen Standard, 29 CFR 1910.1030.

OECF - 106.00  
HBV AND HIV EXPOSURE INFORMATION

When an employee has eye, mouth, other mucous membrane, non-intact skin, or parenteral contact with blood, other potentially infectious body fluids, or other potentially infectious materials, the employee must complete a Bloodborne Pathogens Exposure Report (Attachment 2) and a University Injury Report which are available from the supervisor. These reports must be presented to the SIU Health Service physician or other healthcare professional for post-exposure evaluation. The SIU Health Service will retain a copy of both forms for the employee's medical record and send the originals to CEHS.

- A. *Exposure is defined by the Centers for Disease Control and Prevention (CDC) as:*
1. Overt parenteral transmission
    - a) Direct percutaneous inoculation by contaminated needle or instrument (e.g. needle stick, scalpel laceration).
  2. Inappropriate parenteral transmission
    - a) Cutaneous exposure with blood or body fluid without overt needle puncture (e.g., scratches, dermatitis, chapped/cracked skin)
    - b) Contamination of mucosal surfaces with blood or body fluids (e.g., eye or mouth splashes or other direct mucosal contact of eyes, nose, mouth)
- B. The following body fluids are designated as potentially infectious for HIV, HBV, and other bloodborne pathogens:
1. Blood
  2. Any body fluid containing visible blood
  3. Semen
  4. Vaginal secretions
  5. Cerebrospinal fluid
  6. Synovial fluid
  7. Pleural fluid
  8. Peritoneal fluid
  9. Pericardial fluid
  10. Amniotic fluid
  11. Cell cultures that are not certified to be free of HIV and HBV.
- C. The following body products should also be handled using personal protective equipment, however, CDC has recommended that the following body fluids not be considered as potentially infectious for HIV and HBV **unless they contain visible blood:**
1. Feces
  2. Urine
  3. Saliva
  4. Vomit
  5. Nasal secretion

6. Sweat
7. Tears

Thus, if an employee has an exposure which involves any of the group of body fluids listed in "B" above, that employee must report the incident which shall be evaluated in accordance with OECP - 107.00 "Management of Employee Exposure to Blood and Body Fluids - Post-exposure Evaluation and Follow-up."

NOTE: Illinois law provides for confidential HIV testing without consent of the patient when a physician has determined that a healthcare worker has received a significant exposure to a patient's blood and/or body fluids.

OEC - 107.00  
MANAGEMENT OF EMPLOYEE EXPOSURE TO BLOOD AND BODY FLUIDS  
POST-EXPOSURE EVALUATION AND FOLLOW-UP

A. *Employee Responsibilities*

The following steps are to be followed by the employee when s/he has experienced an exposure to blood or body fluids via a needlestick, cut or puncture wound, a mucous membrane splash or a cutaneous exposure (as described in OEC-106.00 "HBV and HIV Exposure Information"), especially if the skin is broken.

1. Wash the exposed site immediately.
  - a. If needlestick, cut, puncture wound or cutaneous exposure, wash with soap and water.
  - b. If mucous membrane (eyes, nose, mouth) splash, flush with water at the nearest faucet for at least 3 minutes.
2. Employees should immediately inform their immediate supervisor, who will inform CEHS.
3. Employees must fill out a "Bloodborne Pathogens Exposure Report" form (Attachment 2, obtained from a supervisor), describing the incident in detail, including route of exposure and a description of the employee's duties as they relate to the exposure incident. Include information about the source patient, if known (name, address, phone number).
4. Employees must also fill out a University Injury Report obtained from Human Resources or a supervisor. Describe the incident as an "exposure to blood and body fluids".
5. Employees must take the completed Bloodborne Pathogens Exposure Report and the University Injury Report to the SIU Health Services or other healthcare professional for post-exposure evaluation.
6. Seek medical attention at Health Services, 374 East Grand Avenue, Carbondale (453-3311) if open. If Health Services is not open, seek attention from Memorial Hospital of Carbondale Emergency Room (549-0721) or any other appropriate health-care provider.

B. *Employer (SIUC) Responsibilities*

1. CEHS will determine whether the exposure is of a nature that may transmit HBV or HIV.
2. CEHS shall contact the source individual and request that s/he have blood drawn at the Health Service for HBV and HIV tests. If blood is already available at the Health Service, no consent is necessary for HBV or HIV tests to be done.
3. Test results will be sent to the Health Service Medical Director. Neither the exposed employee nor the source individual will be charged for testing.
4. CEHS shall ensure that the following are provided to the Health Service or other healthcare professionals for post-exposure evaluation:
  - a) A copy of this OEC and "Occupational Exposure Regulations" (Attachment 8);
  - b) A description of the exposed employee's duties as they relate to the exposure incident;
  - c) Documentation of the route(s) of exposure and circumstances under which exposure occurred;

5. Counseling regarding possible HBV or HIV exposure and follow-up testing shall be offered to all employees receiving an exposure to blood/body fluid if determined to be of a nature that may transmit HBV or HIV. Counseling will be done by the Health Services. If the employee received care from a healthcare provider other than the Health Services, CEHS will ensure that counseling and follow-up testing will be offered.
  - a) Hepatitis B vaccine shall be offered to any employee who has not been previously vaccinated. Vaccination is strongly urged for employees in occupationally high-risk groups.
  - b) HIV counseling and testing are offered as soon as possible after exposure.
7. Results of the source individual's testing shall be made available to the exposed employee, and the employee shall be informed of applicable laws and regulations concerning disclosure of the identity and infectious status of the source patient.
8. The exposed employee's blood shall be collected as soon as feasible and tested for HBV and HIV serological status after consent is obtained (Attachment 3 Employee Consent for HIV Antibody Testing). Counseling shall be provided as outlined in Attachment 4 "Counseling Checklist for Blood and/or Body Fluid Exposure."
  - a. If the employee refuses testing, this fact shall be so documented in the record by CEHS and countersigned by the employee (see Attachment 3).
  - b. If the employee consents to baseline blood collection but does not consent at that time for HIV serological testing, the sample shall be preserved for at least 90 days. If, within 90 days of the exposure incident, the employee elects to have the baseline sample tested, such testing shall be done as soon as feasible.
9. If the source individual is known to be seropositive for HBV or HIV, CEHS shall ensure that the employee obtains immediate and follow-up medical treatment through SIUC or from his/her personal physician. Retesting of the source individual is not required.
10. If the source individual is seropositive for HBV, the employee will also be given a Hepatitis B Exposure Information form (Attachment 5). Retesting of the source individual is not required.
11. The evaluating healthcare professional shall provide his/her opinion in the employee's confidential health record (Attachment 7), and a copy will be provided to the employee and to CEHS, all within 15 days after the evaluation. This written opinion shall be limited to the following information:
  - a. The healthcare professional's recommendation as to whether HBV vaccination is indicated and whether the employee has received such vaccination.
  - b. A statement that the employee has been informed of the results of his/her evaluation and has been told of any medical conditions resulting from exposure to blood or other potentially infectious materials which require further evaluation or treatment.
  - c. All other findings and diagnoses shall remain confidential and shall not be included in the written report.
12. On an annual basis CEHS will submit a report to the Biohazard Oversight Advisory Committee on the number and types of exposures, location, number of

source individuals tested, and results, prophylaxis provided and number of positive results for HIV and hepatitis B testing.

13. CEHS will report seropositive results to the State Health Department as required by law.

OECF - 108.00  
COMMUNICATION OF HAZARDS TO EMPLOYEES

A. *Labels and Signs*

1. Labels

- a. Warning labels shall be affixed to containers of regulated waste, refrigerators, and freezers containing blood or other potentially infectious material; and other containers used to store, transport, or ship blood or other potentially infectious materials, except as specifically provided in this Policy.
- b. Labels required by this section shall include the following legend:



- c. These labels shall be fluorescent orange or orange-red or predominantly so, with lettering and symbols in a contrasting color.
- d. Labels are required to be affixed as close as feasible to the container by string, wire, adhesive, or other method that prevents their loss or unintentional removal.
- e. Red bags or red containers may be substituted for labels.
- f. Containers of blood, blood components, or blood products that are labeled as to their contents and have been released for transfusion or other clinical use are exempted from these labeling requirements.
- g. Individual containers of blood or other potentially infectious materials that are placed in a labeled container during storage, transport, shipment, or disposal are exempted from these labeling requirements.
- h. Labels required for contaminated equipment shall be in accordance with this Policy and shall also state which portions of the equipment remain contaminated.
- i. Regulated waste that has been decontaminated need not be labeled or color-coded.

OEC - 109.00  
INFORMATION AND TRAINING

SIUC provides occupational exposure training to all employees with occupational exposures at no cost to the employee and during working hours. Training will be coordinated and provided as requested through CEHS. All University groups which require training should contact CEHS at 453-7180 or go to the following website: <https://cehs.siu.edu/lab-haz/bio-safety/training.php>

A. *Time Frame*

1. Training is provided as follows:
  - a. Promptly following adoption of this Occupational Exposure Control Plan;
  - b. At the time of initial assignment to tasks where occupational exposure may take place;
  - c. Annual training for all employees shall be provided within one year of their previous training.
2. SIUC will provide additional training when changes such as modification of tasks or procedures or institution of new tasks or procedures affect the employee's occupational exposure. The additional training may be limited to addressing the new exposures created.

B. *Training Contact*

1. Material appropriate in content and vocabulary to educational level, literacy, and language of employees is used. The training program shall contain at a minimum the following elements:
  - a. An accessible copy of the regulatory text of the OSHA/IDOL standard (See Attachment 8, OSHA Bloodborne Pathogens Standard) and an explanation of its contents;
  - b. A general explanation of the epidemiology and symptoms of bloodborne diseases;
  - c. An explanation of the modes of transmission of bloodborne pathogens;
  - d. An explanation of the SIUC Occupational Exposure Control Plan and the means by which the employee can obtain a copy of the written plan;
  - e. An explanation of the appropriate methods for recognizing tasks and other activities that may involve exposure to blood and other potentially infectious materials;
  - f. 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;
  - g. Information on the types, proper use, location, removal, handling, decontamination, and disposal of personal protective equipment;
  - h. An explanation of the basis for selection of personal protective equipment;
  - i. Information on the hepatitis B vaccine including information on its efficacy, safety, method of administration, the benefits of being vaccinated, and that the vaccine and vaccination will be offered free of charge;
  - j. Information on the appropriate actions to take and persons to contact in an emergency involving blood or other potentially infectious materials;

- k. An explanation of the procedure to follow if an exposure incident occurs, including the method of reporting the incident and the medical follow-up that will be made available;
- l. Information on the post-exposure evaluation and follow-up that SIUC is required to provide for the employee following an exposure incident;
- m. An explanation of required signs and labels and/or color coding;
- n. An opportunity for interactive questions and answers with the person conducting the training session.

C. *Training Personnel*

- 1. All persons conducting the training shall be knowledgeable in the subject matter covered by the elements contained in the training program as it relates to the workplace that the training will address.

D. *Documentation of Attendance*

- 1. Each person attending the training shall be required to sign in, giving full name and job classification on Training Record (See Attachment 6 "Training Record" to be maintained at the CEHS).

E. *Additional Initial Training for Employees in HIV and HBV Laboratories and Production Facilities*

No work in research or production of HIV and HBV is currently being conducted at SIUC.

**NOTE: NO RESEARCH involving infectious organisms, human blood, human tissue samples, or non-human primates can be performed at SIUC without prior written approval of the Institutional Biosafety Committee (IBC). For more information, go to <https://cehs.siu.edu/lab-haz/bio-safety/>**

OECP - 110.00  
RECORDKEEPING

A. *Medical Records*

1. SIUC, through the Center for Environmental Health and Safety, shall establish and maintain an accurate record for each employee with occupational exposure, in accordance with OSHA's Bloodborne Pathogens Standard (See Attachment 8).
2. For employees with occupational exposure, this record shall include:
  - a. The name and last four digits of the social security number of the employee; and
  - b. A copy of the employee's hepatitis B vaccination status including the dates of all the hepatitis B vaccinations and any medical records relative to the employee's ability to receive vaccination;
3. For employees who have had an exposure incident, a record will be kept in the employee's file at the Student Health Services and will include:
  - a. A copy of the evaluating Healthcare Professional's Written Opinion (Attachment 7);
  - b. A copy of the Bloodborne Pathogens Exposure Report (Attachment 2);
  - c. A University Injury Report;
  - d. Results of examination, medical testing and follow-up (see OECP -107.00, "Management of Employee Exposure to Blood and Body Fluids--Post-exposure Evaluations and Follow-up").
4. SIUC shall ensure that employee medical records are:
  - a. Kept confidential; and
  - b. Are not disclosed or reported without the employee's express written consent to any person within or outside the workplace except as required by this section or as may be required by law.
5. SIUC shall maintain these records for at least the duration of employment plus 30 years by CEHS.

B. *Training Records*

1. Training records shall include the following information:
  - a. The dates of the training sessions;
  - b. The contents or a summary of the training sessions;
  - c. The names and qualifications of persons conducting the training; and
  - d. The names and job titles of all persons attending the training sessions.
2. Training records shall be maintained for 3 years from the date on which the training occurred.

C. *Availability*

1. SIUC shall ensure that all records required to be maintained by this section shall be made available upon request to the Assistant Secretary of Labor for Occupational Safety and Health ("Assistant Secretary") and the Director of the National Institute for Occupational Safety and Health ("Director") for examination and copying.

2. Employee training records required by this paragraph shall be provided upon request for examination and copying to employees, to employee representatives, to the Director, and to the Assistant Secretary as required.
3. Employee medical records required by this paragraph shall be provided upon request for examination and copying to the subject employee, to anyone having written consent of the subject employee, to the Director, and to the Assistant Secretary as required.

D. *Transfer of Records*

1. SIUC shall comply with all requirements involving transfer of records.
2. If SIUC ceases to do business and there is no successor employer to receive and retain the records for the prescribed period, SIUC shall notify the Director at least three months prior to their disposal and transmit them to the Director, if required by the Director to do so, within that three-month period.

Attachment 1, OECF, SIUC 2018  
**Hepatitis B Vaccine Declination (Mandatory)**

I understand that due to my occupational exposure to blood or other potentially infectious materials I may be at risk of acquiring hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with hepatitis B vaccine, at no charge to myself. However, I decline hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with hepatitis B vaccine, I can receive the vaccination series at no charge to me.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Last 4 Digits of Social Security Number

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Department

\_\_\_\_\_  
Witness

**If employee initially declines the vaccine, then later changes her/his mind and wants the vaccine, please contact CEHS at 453-7180 for appropriate forms to establish a record of declination amendment.**

\_\_\_\_\_

Send this form to the Center for Environmental Health and Safety, MC 6898

**BLOODBORNE PATHOGENS EXPOSURE REPORT**

**Southern Illinois University at Carbondale**

**In case of exposure to bloodborne pathogen(s), complete this form and return to the Center for Environmental Health and Safety within 24 hours. A copy must be taken to the SIUC Health Service or other healthcare provider for post-exposure evaluation. If other persons were involved, attach additional copies of this form for each person involved.**

Date of Report: \_\_\_\_\_ Time of Report: \_\_\_\_\_

Name (Last, First, M.I.): \_\_\_\_\_

Sex:  M  F SSN Last Four: \_\_\_\_\_

Address (Local): \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Work Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Status at time of exposure: Employee  Student  Faculty  Other (Explain): [ ]

Job title: \_\_\_\_\_ Duties related to exposure: \_\_\_\_\_

Has the exposed individual been immunized against hepatitis B virus? Yes  No

Dates of immunization (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

Place where exposure incident occurred: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Did incident arise out of and in the course of University employment? Yes  No

Name of individual in charge of area where exposure occurred: \_\_\_\_\_

List any witnesses present:  
Name: \_\_\_\_\_ Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Personal protective equipment in use at time of exposure: \_\_\_\_\_

Exposure to:  
 Blood  Internal body fluids (circle one)  
 Body fluid with visible blood cerebrospinal, synovial, pleural,  
 Vaginal secretions amniotic, pericardial, peritoneal  
 Seminal fluid

Type of Exposure:  
 Needlestick/sharps accident  
 Contact with mucous membranes (eyes, mouth, nose)  
 Contact with skin (circle all that apply)  
broken, chapped, abraded, dermatitis, prolonged contact, extensive contact

---

Severity of Exposure:

How much fluid? \_\_\_\_\_  
How long was exposure? \_\_\_\_\_  
How severe was the injury \_\_\_\_\_  
Estimated time interval from exposure until medical evaluation: \_\_\_\_\_

---

Source of Exposure:

Source individual's name, if known: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Is a blood sample from the source available? \_\_\_\_\_  
Is the source individual's HBV antigen/ antibody status known? Yes [ ] No [ ]  
Is the source individual's HIV antibody status known? Yes [ ] No [ ]

---

Describe Activity Leading to Exposure:

- |  |  |
|--|--|
| <input type="checkbox"/> Giving injection      | <input type="checkbox"/> Cleaning blood spills         |
| <input type="checkbox"/> Recapping needles     | <input type="checkbox"/> Handling waste products       |
| <input type="checkbox"/> Discarding needles    | <input type="checkbox"/> Handling lab specimens        |
| <input type="checkbox"/> Handling IV lines     | <input type="checkbox"/> Controlling bleeding          |
| <input type="checkbox"/> Handling disposal box | <input type="checkbox"/> Performing invasive procedure |
| <input type="checkbox"/> Other: _____          |  |

---

Describe Situation Precisely: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe Immediate Interventions:

Was the area  washed  flushed?  
Did injury bleed freely?  yes  no  
Was antiseptic applied?  yes  no  
Other: \_\_\_\_\_

Describe nature and scope of personal injury, if any: \_\_\_\_\_ Was medical treatment obtained?  
[ ] yes [ ] no

---

Name and address of hospital, physician or clinic where injured person was taken, if applicable:

---

Name of person completing form: \_\_\_\_\_ Job title/occupation: \_\_\_\_\_

---

Signature: \_\_\_\_\_ Work Phone Number: \_\_\_\_\_ Date: \_\_\_\_\_  
Home Phone Number: \_\_\_\_\_

Attachment 3, OECP, SIUC 2018  
**EMPLOYEE CONSENT FOR HIV ANTIBODY TEST**

Because I have been exposed to another individual's blood and/or body fluid, it has been recommended that I have a blood test to detect whether I have antibodies to the Human Immunodeficiency Virus (HIV or the AIDS virus) or to Hepatitis B. I understand that this test is performed by withdrawing a sample of my blood and then testing that blood.

I further understand that a positive blood test result for HIV does not mean that I have AIDS, but that my blood has been exposed to the AIDS virus and antibodies to that virus are present in my blood. I understand that in the event of a positive test result there are other recommended confirmatory tests that are available if I do so desire.

I have also been informed and understand that the test results, in a percentage of cases, may indicate that a person has antibodies to the virus when the person does not (a false positive result) or that the test may fail to detect that a person has antibodies to the virus when the person does in fact have these antibodies (a false negative result).

I understand that I have the right to anonymity in the test, if requested. I understand that if there is a positive test result, such result must be reported to the Department of Public Health. I further understand that no additional release of the results will be made without my written authorization and the results will be kept confidential to the extent provided by law.

I understand that I am to be tested at the time of exposure and tested again at 6 weeks, 3 months, 6 months and 12 months after exposure.

I understand that I may withdraw from the testing at any point in time prior to the completion of laboratory tests, and I hereby state that my agreement to be tested is voluntary on my part and has not been obtained through any undue inducement, threat, or coercion.

It is with the above understanding that I hereby give my consent to the testing of my blood.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

SSN Last 4 Digits \_\_\_\_\_

Print Name: \_\_\_\_\_

Witness: \_\_\_\_\_

**I decline testing:**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

SSN Last 4 Digits \_\_\_\_\_

Print Name: \_\_\_\_\_

**COUNSELING CHECKLIST FOR  
BLOOD AND/OR BODY FLUID EXPOSURE**

1. Risk of transmission associated with exposure.
2. Facts about Hepatitis B Virus and Human Immunodeficiency Virus.
3. Symptoms to report.
4. Recommendation for prevention of transmission (no donating blood, organs, sperm; no sex/safe sex; avoid pregnancy and breast feeding for recommended time).
5. Resources available for further counseling/information.
6. Information and recommendations about Human Immunodeficiency Virus antibody testing and Hepatitis B prophylaxis and testing.
7. Obtaining test results.
8. Confidentiality.
9. Prevention of future exposures.
10. The right to consult a physician of choice for further follow-up counseling or for the purpose of obtaining information pertaining to current research or treatments that could be available.

**HEPATITIS B EXPOSURE INFORMATION**

You have been evaluated for exposure to Hepatitis B. Your treatment has been in accord with the SIUC Occupational Exposure Control Plan for exposure to hepatitis B. Your risk of acquiring hepatitis B has been minimized by this intervention.

However, if you should develop any of the following signs or symptoms within 6 months of exposure, please call the SIUC Dial-A-Nurse (536-5585) or SIU Health Service (453-3311) for further evaluation.

1. Jaundice (yellowing of the skin and/or eyes)
2. Fever (greater than 101°F or 38.2°C)
3. Anorexia (loss of appetite)
4. Fatigue, malaise or lassitude (feeling tired for an extended period)
5. Nausea or vomiting
6. Diarrhea
7. Joint pain
8. Right upper abdomen or epigastric pain
9. Myalgia (sore muscles)

Date of Exposure: \_\_\_\_\_

Signature: \_\_\_\_\_

Last 4 digits Social Security #: \_\_\_\_\_

Printed name: \_\_\_\_\_

Witness: \_\_\_\_\_

**BLOODBORNE PATHOGEN TRAINING RECORD**

Date: \_\_\_\_\_

**SIU Safety Training Records**

Training Topic: Bloodborne Pathogens Trainer: \_\_\_\_\_

Time: \_\_\_\_\_

Training content outline: OSHA BBP, What are BBPs, Potential/Non Infectious materials, Hepatitis general facts, Hepatitis B Virus, Hepatitis C Virus, HIV/AIDS, Transmission in the workplace, Prevention in the workplace, Exposure Control Plan (Standard Precautions, PPE, housekeeping, disposal), Exposure Incident at work, and Hepatitis B Vaccine.

	PRINT NAME	SIGNATURE	POSITION/TITLE	DEPARTMENT
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				

**Bloodborne Pathogen Exposure Incident  
Healthcare Professional's Written Opinion**

Yes No

HBV Vaccination Indicated?

HBV Vaccination Received? \_\_\_\_\_ (date)

On \_\_\_\_\_, \_\_\_\_\_  
(date) (name)

was evaluated by SIUC Health Services personnel for medical evaluation following an occupational exposure to human blood or other potentially infectious materials. He/She has been informed of the results of the post-exposure evaluation and has been informed of any medical conditions resulting from the exposure incident that require further evaluation or treatment.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(job title)

\_\_\_\_\_  
(date)

## **DISINFECTANTS FOR USE AGAINST BLOODBORNE PATHOGENS**

The Environmental Protection Agency (EPA) compiles a list of disinfectants which are approved for use with human blood and other potentially infectious materials, and they update that list periodically.

Below is a link to the list of approved disinfectants. Please note that different disinfectants have different requirements for time of exposure to completely treat HIV, HBV and other viruses; follow the manufacturer's directions for exposure time for spill cleanups and disinfection.

[https://www.epa.gov/sites/production/files/2018-01/documents/2018.04.01.list\\_d.pdf](https://www.epa.gov/sites/production/files/2018-01/documents/2018.04.01.list_d.pdf)

## Attachment 9, OECF, SIUC 2018

### **Occupational Health and Safety Administration Bloodborne Pathogens Standard 29 CFR 1910.1030**

Following is a link to the OSHA Bloodborne Pathogens Standard, as amended in 2000 to include the Needlestick Safety and Prevention Act. The standard is updated from time to time, and the standard found at this OSHA link will include the latest amendments.

<https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.1030>

Attachment 3, OECP, SIUC 2018  
**EMPLOYEE CONSENT FOR HIV ANTIBODY TEST**

Because I have been exposed to another individual's blood and/or body fluid, it has been recommended that I have a blood test to detect whether I have antibodies to the Human Immunodeficiency Virus (HIV or the AIDS virus) or to Hepatitis B. I understand that this test is performed by withdrawing a sample of my blood and then testing that blood.

I further understand that a positive blood test result for HIV does not mean that I have AIDS, but that my blood has been exposed to the AIDS virus and antibodies to that virus are present in my blood. I understand that in the event of a positive test result there are other recommended confirmatory tests that are available if I do so desire.

I have also been informed and understand that the test results, in a percentage of cases, may indicate that a person has antibodies to the virus when the person does not (a false positive result) or that the test may fail to detect that a person has antibodies to the virus when the person does in fact have these antibodies (a false negative result).

I understand that I have the right to anonymity in the test, if requested. I understand that if there is a positive test result, such result must be reported to the Department of Public Health. I further understand that no additional release of the results will be made without my written authorization and the results will be kept confidential to the extent provided by law.

I understand that I am to be tested at the time of exposure and tested again at 6 weeks, 3 months, 6 months and 12 months after exposure.

I understand that I may withdraw from the testing at any point in time prior to the completion of laboratory tests, and I hereby state that my agreement to be tested is voluntary on my part and has not been obtained through any undue inducement, threat, or coercion.

It is with the above understanding that I hereby give my consent to the testing of my blood.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

SSN Last 4 Digits \_\_\_\_\_

Print Name: \_\_\_\_\_

Witness: \_\_\_\_\_

**I decline testing:**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

SSN Last 4 Digits \_\_\_\_\_

Print Name: \_\_\_\_\_