

POLICY & PROCEDURE



TITLE: Bloodborne Pathogens/Body Fluid Exposure				
Scope/Purpose: To provide HealthPOiNT employees clear guidelines for compliance with federal and state regulations regarding prevention, management and documentation of workplace exposure of employees to potentially infectious blood/body fluid.				
Division/Department: All HealthPOiNT employees			Policy/Procedure #:	
Original Date: October 28, 2011			<input type="checkbox"/> New <input checked="" type="checkbox"/> Replacement for:	
Date Reviewed:	Date Revised:	Implementation:	CPIC Approved:	Board Approved:
	Nov 27, 2013	12/17/2013	12/17/2013	
Responsible Party: Director of Clinical Quality				

DEFINITIONS:

Bloodborne pathogens are infectious microorganisms in human blood that can cause disease in humans. These pathogens include, but are not limited to, hepatitis B (HBV), hepatitis C (HCV) and human immunodeficiency virus (HIV). Needlesticks and other sharps-related injuries may expose workers to bloodborne pathogens. Workers in many occupations, including first aid team members, housekeeping personnel in some industries, nurses and other healthcare personnel may be at risk of exposure to bloodborne pathogens.

POLICY:

An employee that has been exposed to potentially infectious blood/body fluid as defined by OSHA must report the occurrence as outlined by this policy and procedure.

PROCEDURE: See Appendix 1

- I. Needlestick/Exposure – **EMPLOYEE**
 - A. If you are stuck by a needle or other sharp or get blood or other potentially infectious materials in eyes, nose, mouth, or on broken skin, immediately flood the exposed area with water and clean any wound with soap and water or a skin disinfectant if available. If eyes, nose or mouth is involved flush with water or use the eye wash station.
 - B. IMMEDIATELY report the incident to your supervisor.
 - C. Supervisor will speak with employee about:
 1. accessing workers' comp information
 2. follow-up education
 3. future steps to prevent the event from happening again
 4. fill out forms with employee

FORM from HRfix	Who completes	Send to
1 st Report of Injury	Clinic Manager	Human Resources (HR)
Employee Acknowledgement of Workers' Comp Network	Clinic Manager	HR and Employee Health Coordinator (EHC)
Occurrence Report	Clinic Manager	Director of Clinical Quality

- D. Employee sees Workers' Comp In-Network Provider
- E. Workmans' comp provider draws lab: Hepatitis B titer, HIV, Hepatitis C. If employee has never had the Hep B series than a Hepatitis B will be drawn instead of a titer.
- F. Employee receives lab results from Workmans' Comp Provider and communicates to the EHC.
- G. Chief Medical Officer (CMO) discusses prophylactic treatment with employee.
- H. The EHC sends copy of occurrence report, steps taken and documentation /findings to Director QA/Compliance.

PROCEDURE: See Appendix 1

II. Needlestick/Exposure – **SOURCE**

- A. IF source is a registered HealthPOiNT patient:
 1. Educate patient
 2. Review General Consent Form to ensure proper box is checked and have them sign the release of information form
 3. Lab draw from source: Hepatitis B, HIV, Hepatitis C
 4. Assign labs ordered for patient to PCP
 5. Employee Health Coordinator (EHC) receives lab results from PCP
 6. EHC communicates patient's lab results to workers' comp provider
 7. Provider communicates lab results to patient
- B. IF source is NOT a registered HealthPOiNT patient:
 1. Educate patient on policy and procedure

2. Register patient in eCW and ensure that they sign the general consent and release of information forms
3. Lab draw from patient: Hepatitis B, HIV, Hepatitis C
4. Assign labs ordered for patient to CMO
5. Employee Health Coordinator (EHC) receives lab results from CMO
6. EHC communicates patient's lab results to workers' comp provider
7. CMO (or EHC) communicates lab results to patient

III. RELATED POLICY:

IV. REFERENCES:

OSHA, 2013

V. REQUIRED BY:

VI. ATTACHMENTS/ENCLOSURES:

APPENDIX 1 – PROCEDURAL FLOWSHEET

POLICY/PROCEDURE TRACKING FORM (to be added as last page of each P&P for documentation of changes)

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Date of Revision		Description of Changes		