

PROCEDURE FOR HANDLING BLOOD EXPOSURE
OF EMPLOYEE AND STUDENT

Accidental exposure to blood, as from puncture by contaminated sharps, by permucosal or non-intact skin exposure, places the exposed employee or student at risk of contracting an infectious disease. In the event of an accidental exposure, the procedure is as follows:

1. Wash the exposure site thoroughly with soap/disinfectant and water for 10 minutes, and flush mucus membranes for 15 minutes.
2. Immediately report the injury to the building principal and nurse.
3. Employee should be immediately referred to Occupational Health at Goodall Hospital.
 - If employee refuses suggestion of Occupational Health, then a declination form should be completed by the employee and kept on file by the principal with a copy to superintendent's office
4. Required forms to be completed within 24 hours are:
 - a. Employee's incident report including circumstances under which the incident occurred and documentation of route of exposure
 - b. Supervisor's incident report
5. All forms filed with the Superintendent's office
6. All follow-up information then flows through superintendent's office to insure confidentiality and appropriate recourse
7. If there is no compliance for blood work within seven days then the Superintendent will contact the district's legal advisors to pursue action

IF A STUDENT INCURS A BLOOD EXPOSURE (sharps or bite) SCHOOL SHOULD:

1. Wash the exposure as above.
2. Contact nurse and principal
3. Contact parent and encourage them to follow up with own physician or Occupational Health services.
4. Form to be completed: Accident report