

SOUTHWESTERN OREGON COMMUNITY COLLEGE

BLOODBORNE PATHOGENS POST EXPOSURE EVALUATION, PROCEDURE, AND FOLLOW-UP

An exposure incident is defined as a specific eye, mouth, or other mucus membrane, non-intact skin (e.g. paper cuts; hangnails; dry, cracked skin; dermatitis; etc.) or parenteral (piercing the skin or mucus membranes) contact with blood, bloody fluids, vaginal or seminal fluid, or bites that results from the performance of an employees' duties.

IF AN EMPLOYEE SUSTAINS AN EXPOSURE INCIDENT THE EXPOSURE MUST BE IMMEDIATELY REPORTED TO SWOCC ADMINISTRATIVE SERVICES OR HUMAN RESOURCES AND A SWOCC INJURY/INCIDENT REPORT MUST BE COMPLETED AND SENT IMMEDIATELY TO ADMINISTRATIVE SERVICES OR HUMAN RESOURCES.

All exposure incidents shall be reported, investigated, and documented. Following a report of an exposure incident, the exposed employee shall immediately receive a confidential medical evaluation and follow-up, including:

1. documentation of the route(s) of exposure
 2. circumstances of the exposure incident
 3. identification and documentation of source individual unless it can be established it is infeasible or prohibited by state or local law.
1. The source individual's blood shall be tested as soon as possible, after consent is obtained, to determine HBV or HIV infectivity. If consent is not obtained, Personnel shall establish that legally required consent cannot be obtained. When law does not require the source individual's consent, the source individual's blood, if available, shall be tested and the results documented.
 2. When the source individual's blood is known to be infected with HBV or HIV, source testing need not be repeated.
 3. Results of the source individual's testing shall be available to the exposed employee. The employee shall be informed of all applicable laws and regulations concerning disclosure of identity and infectious status of source individual.

AFFECTED EMPLOYEE	POTENTIALLY INFECTED SUBSTANCE	ENTERS EMPLOYEE THROUGH
Full-time faculty or staff	Blood	Non-intact skin (cuts, paper cuts, abrasions, dermatitis, dry/cracked skin, hangnails)
Part-time faculty or staff	Bloody vomit (visibly red/pink)	Eye
Student Aid	Bloody urine (visibly red/pink)	Mouth
College Work Study (CWS)	Bloody feces (visibly red/pink)	Nose
Practicum/Clinical Student	Bloody saliva (visibly red/pink)	Genital mucous membranes
	Semen	Needle stick
	Vaginal fluids (bloody and non-bloody)	Sharp, piercing object
	Saliva from bite which breaks the employee's skin	Bite which breaks the skin

STEPS TO FOLLOW AN EXPOSURE

1. Immediately after the exposure:
 - Wash needlesticks and cuts with soap and water
 - Flush splashes to the nose, mouth, or skin with water
 - Irrigate eyes with clean water, saline, or sterile irrigants
 - Call Campus Security, 541/297.4200
 - Remove any clothing with blood and place in leak-proof, plastic bag with appropriate label, or use red plastic bag (call Plant Services).
 - If there is a spill of blood or bodily fluid, quarantine area and call Plant Services to clean it up quickly.
2. Call Administrative Services or Human Resources to obtain appropriate paperwork to take to Bay Clinic or North Bend Medical Center (NBMC) for appropriate medical follow up. The below forms should be completed with Administrative Services or Human Resources before going to Bay Clinic or NBMC:
 - Post Exposure Report - To be sent to Bay Clinic or NBMC with exposed employee
 - Source Individual Consent for Testing – To be sent to Bay Clinic or NBMC with exposed employee
 - Source Individual Consent for Information Exchange - To be sent to Bay Clinic or NBMC with exposed employee
 - Healthcare Provider Statement – To be sent to Bay Clinic or NBMC with exposed employee
 - Hepatitis B Vaccination History – To be sent to Bay Clinic or NBMC with exposed employee – Obtained from Human Resources
 - Division Z – OR-OSHA Bloodborne Pathogens Standard OAR 437-002-1910.1030 - To be sent to Bay Clinic or NBMC with exposed employee
3. The supervisor or nursing instructor (in the case of a clinical student) shall accompany the exposed employee to Bay Clinic or NBMC for blood testing; for all other employees, the supervisor shall accompany the employee. A blood draw shall be done as soon as possible—at minimum within 24 hours.

EMPLOYEE BASE LINE BLOOD TESTS

A base line blood test for HIV, Hep B, and Hep C must be obtained within 24 hours of the incident. The incident facility may perform this test for the employee and the source. If they are unable to provide the blood test, the employee and their supervisor should go to the Emergency Room at Bay Area Hospital.

EMPLOYEE INFORMATION

1. After the employee returns to work, they will complete an OSHA 801 *State of Oregon Worker's and Employer's Report of Occupational Injury or Disease* form. There is an employer's section, which Administrative Services or Human Resources will complete. These forms are available from Administrative Services or Human Resources.
1. The employee/clinical student will complete the following forms with Administrative Services or Human Resources:
 - SWOCC Injury Report Form
 - Declination Statement, if employee chooses to decline Hepatitis B vaccination and medical care.
 - Source Physician's Report
2. The Source individual will complete the following forms with Administrative Services or Human Resources:
 - Source Individual Consent for Blood Testing
 - Source Individual Refusal for Blood Testing
 - Source Individual Consent for Information Exchange

3. The exposed employee will be referred to a facility that the College has selected for the proper medical treatment and consultations or his/her medical provider, if they desire. A copy of the following forms must be sent with the employee to the health care provider:
 - Blood or Other Body Fluid Post Exposure Report
 - Physician's Statement
 - Source Individual Consent for Blood Testing (send as soon as available)
 - Source Individual Consent for Information Exchange (send as soon as available)
 - Employee's Hepatitis B Vaccination Record – obtain from Human Resources
4. Administrative Services or Human Resources will provide the exposed employee with a copy of their evaluating healthcare professional's written opinion within 15 days of the completion of the medical evaluation.

SOURCE INFORMATION:

1. The Source individual needs to be identified and documented on "Blood or Other Body Fluid Post-Exposure Report". Administrative Services or Human Resources will be responsible for documenting this information with interview assistance from the exposed employee and information contained on the SWOCC Incident/Injury Report Form.
2. Administrative Services or Human Resources will contact the source individual or parent / guardian of a minor student and obtain consent for blood testing of the HBV, Hepatitis C and HIV status of the source individual. "Source Individual Consent for Testing", and "Source Individual Consent for Exchange of Information" will be completed in person or sent with a return envelope to the source individual or their parent / guardian. The source individual will be referred to a facility that the college has selected for blood tests. If an incident occurs at a hospital facility the nursing instructor will often obtain source consent and blood tests.
3. If the source individual is already known to be infected with Hepatitis B, Hepatitis C or HIV, testing of the blood does not need to be repeated for that particular virus.
4. In the event that the source individual or parent / guardian of a minor child declines testing after telephone contact, Administrative Services or Human Resources will send "Source Individual Refusal For Blood Testing" with a return envelope to the source or their parent / guardian, to document that the source individual or parent / guardian has been notified of the exposure and risk to the employee.
5. Upon receiving the "Source Individual Consent for Testing" and "Source Consent for Exchange Information", Administrative Services or Human Resources will make copies for the employer's files and send the originals along with the "Source Physician's Report" to the source's physician or designated medical provider.
6. If consent for source testing was denied or obtained by the facility where the incident occurred, Administrative Services or Human Resources will document the effort using the Source Verification Letter.

RECORDS TO KEEP IN CONFIDENTIAL EMPLOYEE MEDICAL FILE

The employer shall ensure that these records are kept confidential and are not disclosed or reported without the employee's express written consent to any person within / outside the workplace.

1. Copy of the SWOCC Incident/Injury Report Form
2. Copy of the OSHA 801 Form
3. "Blood or Body Fluid Exposure Report"
4. Copy of "Physicians Statement"
5. Copy of "Source Individual Refusal for Blood Testing" or "Source Consent for Blood Testing"
6. "Source Individual Consent for Information Exchange"
7. "Source Physician's Report"
8. Employee Record of HBV vaccinations

The findings or diagnosis of the employee's physician shall remain confidential and not be included in the Post Exposure Investigation. Return to employee if they are sent to SWOCC.