

# BLOODBORNE PATHOGENS PROGRAM



DEPARTMENT OF CAMPUS OPERATIONS AND SAFETY  
REVISED October 2018

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In accordance with Health and Safety Code, Chapter 81, Subchapter H, and analogous to OSHA Bloodborne Pathogens Standard, the following exposure control plan exists:

## EXPOSURE DETERMINATION

The Texas Department of Health Bloodborne Pathogens Exposure Control Plan requires employers to perform an exposure determination for employees who have occupational exposure to blood or other potentially infectious materials. The exposure determination is made without regard to the use of personal protective equipment. This exposure determination is required to list all job classifications in which employees have occupational exposure, regardless of frequency. The following job classifications apply:

- Athletics
- Agricultural Sciences
- Biological & Environmental Sciences
- Chemistry
- Children's Learning Center
- Farm & Dairy
- Health & Human Performance (HHP)
- Intramurals
- Morris Recreational Center (MRC)
- Nursing
- Office of Greek Life
- Residential Living & Learning (RLL)
- Risk Management
- Safety
- Rayburn Student Center (RSC)
- Student Activities & Leadership
- Student Health Services
- University Police Department (UPD)

The job descriptions for the above employees encompass the potential occupational exposure risks to Bloodborne pathogens.

## **IMPLEMENTATION SCHEDULE AND METHODOLOGY**

The University's plan outlines a schedule and method of implementation for the various elements of the exposure control plan.

### **Compliance Methods**

Universal precautions are observed to prevent contact with blood or other potentially infectious materials. All blood or other potentially infectious materials are considered infectious regardless of the perceived status of the source individual.

Engineering and work practice controls are used to eliminate or minimize exposure to employees. Where occupational exposure remains after institution of these controls, personal protective equipment is used. Examples include safety design devices, sharps containers, needleless systems, sharps with engineered sharps injury protection for employees, passing instruments in a neutral zone, etc.

Supervisors and workers examine and maintain engineering and work practice controls within the work center on a regular schedule.

Hand washing facilities are also available to the employees who incur exposure to blood or other potentially infectious materials. The University's plan requires that these facilities be readily accessible after incurring exposure.

If hand washing facilities are not feasible, the employer is required to provide either an antiseptic cleanser in conjunction with a clean cloth/paper towels, antiseptic towelettes or waterless disinfectant. If these alternatives are used, then the hands are to be washed with soap and running water as soon as feasible.

After removal of personal protective gloves, employees wash hands and any other potentially contaminated skin area immediately or as soon as feasible with soap and water. If employees incur exposure to their skin or mucous membranes, then those areas are washed with soap and water or flushed with water as appropriate as soon as feasible following contact.

### **Needles**

Contaminated needles and other contaminated sharps are not bent, recapped, removed, sheared, or purposely broken. The University's plan allows an exception to this if no alternative is feasible and the action is required by a specific medical procedure. If such action is required, then the recapping or removal of the needle must be done by the use of a device or a one-handed technique.

### **Contaminated Sharps Discarding and Containment**

Contaminated sharps are discarded immediately or as soon as feasible in containers that are closable, puncture resistant, leak proof on sides and bottom, and biohazard labeled or color-coded.

During use, containers for contaminated sharps are easily accessible to personnel; located as close as is feasible to the immediate area where sharps are being used or can be reasonably anticipated to be found (e.g., laundries); maintained upright throughout use; are not allowed to overfill; and replaced routinely.

## **Work Area Restrictions**

In work areas where there is a reasonable likelihood of exposure to blood or other potentially infectious materials, employees are not to eat, drink, apply cosmetics or lip balm, smoke, or handle contact lenses. Food and beverages are not to be kept in refrigerators, freezers, shelves, cabinets, or on counter/bench tops where blood or other potentially infectious materials are present.

Mouth pipetting/suctioning of blood or other potentially infectious materials is prohibited.

All procedures are conducted in a manner to minimize splashing, spraying, splattering, and generation of droplets of blood or other potentially infectious materials.

## **Collection of Specimens**

Specimens of blood or other potentially infectious materials are placed in a container, which prevents leakage during the collection, handling, processing, storage, transport, or shipping of the specimens. The container used for this purpose is labeled with a biohazard label or color-coded unless universal precautions are used throughout the procedure and the specimens and containers remain in the facility. Specimens of blood and other potentially infectious body substances or fluids are usually collected within a hospital, doctor's office, clinic, or laboratory setting. Labeling of these specimens should be done according to the agency's specimen collection procedure. This procedure should address placing the specimen in a container, which prevents leakage during the collection, handling, processing, storage, transport, or shipping of the specimens. In facilities where specimen containers are sent to other facilities and/or universal precautions are not used throughout the procedure, a biohazard or color-coded label should be affixed to the outside of the container.

If outside contamination of the primary container occurs, the primary container is placed within a secondary container, which prevents leakage during the handling, processing, storage, transport, or shipping of the specimen. The secondary container is labeled with a biohazard label or color-coded.

Any specimen, which could puncture a primary container, is placed within a secondary container, which is puncture proof.

## **Contaminated Equipment**

Equipment which may become contaminated with blood or other potentially infectious materials is examined prior to servicing or shipping and decontaminated as necessary unless the decontamination of the equipment is not feasible. Employers place a biohazard label on all portions of contaminated equipment that remain to inform employees, service representatives, and/or the manufacturer, as appropriate.

## **Personal Protective Equipment**

All personal protective equipment used is provided without cost to employees. Personal protective equipment is chosen based on the anticipated exposure to blood or other potentially infectious materials. The protective equipment is considered appropriate only if it does not permit blood or other potentially infectious materials to pass through or reach the employee's clothing, skin, eyes, mouth, or other mucous membranes under normal conditions of use and for the duration of the time which the protective equipment is used. Examples of personal protective equipment include gloves, eyewear with side shields, gowns, lab coats, aprons, shoe covers, face shields, and masks. All personal protective equipment is fluid resistant.

All personal protective equipment is cleaned, laundered, and disposed of by the employer at no cost to employees. All repairs and replacements are made by the employer at no cost to employees.

All garments which are penetrated by blood are removed immediately or as soon as feasible and placed in the appropriate container. All personal protective equipment is removed prior to leaving the work area and placed in the designated receptacle.

Gloves are worn where it is reasonably anticipated that employees will have hand contact with blood, other potentially infectious materials, non-intact skin, and mucous membranes. Latex sensitive employees are provided with suitable alternative personal protective equipment.

Disposable gloves are not to be washed or decontaminated for re-use and are to be replaced as soon as practical when they become contaminated or as soon as feasible if they are torn, punctured, or when their ability to function as a barrier is compromised.

Utility gloves may be decontaminated for re-use provided that the integrity of the glove is not compromised. Utility gloves are discarded if they are cracked, peeling, torn, punctured, exhibit other signs of deterioration, or when their ability to function as a barrier is compromised.

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

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

### **Housekeeping**

Employers shall ensure that the worksite is maintained in a clean and sanitary condition. The employer shall determine and implement an appropriate written schedule for cleaning and method of decontamination based upon the location within the facility, the type of surface to be cleaned, type of soil present, and tasks or procedures being performed in the area.

All contaminated work surfaces are decontaminated after completion of procedures, immediately or as soon as feasible after any spill of blood or other potentially infectious materials, and at the end of the work shift.

Protective coverings (e.g., plastic wrap, aluminum foil, etc.) used to cover equipment and environmental surfaces are removed and replaced as soon as feasible when they become contaminated or at the end of the work shift.

All bins, pails, cans, and similar receptacles are inspected and decontaminated on a regularly scheduled basis.

Any broken glassware which may be contaminated is not picked up directly with the hands.

### **Regulated Waste Disposal**

All contaminated sharps are discarded as soon as feasible in sharps containers located as close to the point of use as feasible in each work area.

Regulated waste other than sharps is placed in appropriate containers that are closable, leak resistant, labeled with a biohazard label or color-coded, and closed prior to removal. If outside contamination of the regulated waste container occurs, it is placed in a second container that is also closable, leak proof, labeled with a biohazard label or color-coded, and closed prior to removal.

All regulated waste is properly disposed of in accordance with federal, state, county, and local requirements.

### **Laundry Procedures**

Although soiled linen may be contaminated with pathogenic microorganisms, the risk of disease transmission is negligible if it is handled, transported, and laundered in a manner that avoids transfer of microorganisms to patients, personnel, and environments. Rather than rigid rules and regulations, hygienic and commonsense storage and processing of clean and soiled linen is recommended. The methods for handling, transporting, and laundering of soiled linen are determined by the agencies written policy and any applicable regulations.

Laundry is cleaned at: Field House washroom.

### **Hepatitis B Vaccine**

All employees who have been identified as having occupational exposure to blood or other potentially infectious materials are offered the hepatitis B vaccine, at no cost to the employee, under the supervision of a licensed physician or licensed healthcare professional. The vaccine is offered after Bloodborne pathogens training and within 10 working days of their initial assignment to work unless the employee has previously received the complete hepatitis B vaccination series, antibody testing has revealed that the employee is immune, or that the vaccine is contraindicated for medical reasons. Employees receive the vaccine at Student Health Services under the supervision of Dr. Selvaggi's office.

Employees who decline the Hepatitis B vaccine sign a declination statement (See appendix A of this exposure control plan).

Employees who initially decline the vaccine but who later elect to receive it may then have the vaccine provided at no cost.

### **Post Exposure Evaluation and Follow up**

When the employee incurs an exposure incident, the employee reports to a physician of their choice. The physician must accept Workers Comp. The employee must contact their supervisor and notify Human Resources. All employees who incur an exposure incident are offered a confidential medical evaluation and follow up as follows:

- Documentation of the route(s) of exposure and the circumstances related to the incident. Identification and documentation of the source individual, unless the employer can establish that identification is infeasible or prohibited by state or local law. After obtaining consent, unless law allows testing without consent, the blood of the source individual should be tested for HIV/HBV infectivity, unless the employer can establish that testing of the source is infeasible or prohibited by state or local law.

- The results of testing of the source individual are made available to the exposed employee with the employee informed about the applicable laws and regulations concerning disclosure of the identity and infectivity of the source individual.
- The employee is offered the option of having his/her blood collected for testing of the employee's HIV/HBV serological status. The blood sample is preserved for at least 90 days to allow the employee to decide if the blood should be tested for HIV serological status. If the employee decides prior to that time that the testing will be conducted, then testing is done as soon as feasible.
- The employee is offered post exposure prophylaxis in accordance with the current recommendations of the U.S. Public Health Service.
- The employee is given appropriate counseling concerning infection status, results and interpretations of tests, and precautions to take during the period after the exposure incident.
- The employee is informed about what potential illnesses can develop and to seek early medical evaluation and subsequent treatment.
- The Department of Campus Operations and Safety is designated to assure that the policy outlined here is effectively carried out and maintains records related to this policy.

### **Interaction with Healthcare Professionals**

A written opinion is obtained from the healthcare professional who evaluates employees of this facility or organization after an exposure incident. In order for the healthcare professional to adequately evaluate the employee, the healthcare professional is provided with:

- a copy of the Texas A&M – Commerce's exposure control plan;
- a description of the exposed employee's duties as they relate to the exposure incident; documentation of the route(s) of exposure and circumstances under which the exposure occurred;
- results of the source individual's blood tests (if available); and,
- medical records relevant to the appropriate treatment of the employee.

Written opinions are obtained from the healthcare professional in the following instances:

- when the employee is sent to obtain the Hepatitis B vaccine, or
- whenever the employee is sent to a healthcare professional following an exposure incident.

Healthcare professionals are instructed to limit their written opinions to:

- whether the Hepatitis B vaccine is indicated;
- whether the employee has received the vaccine; the evaluation following an exposure incident;
- whether the employee has been informed of the results of the evaluation;
- whether the employee has been told about any medical conditions resulting from exposure to blood or other potentially infectious materials which require further evaluation or treatment (all other findings or diagnosis shall remain confidential and shall not be included in the written report ); and,
- whether the healthcare professional's written opinion is provided to the employee within 15 days of completion of the evaluation.



## **Use of Biohazard Labels**

Agencies should have a procedure that determines when biohazard-warning labels are to be affixed to containers or placed in color-coded bags. The procedure should include the types of materials that should be labeled as biohazard material. These materials may include but are not limited to, regulated waste, refrigerators and freezers containing blood or other potentially infectious materials, and other containers used to store, transport, or ship blood or other potentially infectious materials.

## **Training**

Training for all employees is conducted prior to initial assignment to tasks where occupational exposure may occur. All employees also receive annual refresher training. This training is to be conducted within one year of the employee's previous training.

Training for employees is conducted by a person knowledgeable in the subject matter and includes an explanation of the following:

- Chapter 96. Bloodborne Pathogen Control OSHA Bloodborne Pathogen Final Rule; epidemiology and symptomatology of bloodborne diseases;
- modes of transmission of bloodborne pathogens;
- Texas A&M – Commerce’s exposure control plan (i.e., points of the plan, lines of responsibility, how the plan will be implemented, where to access plan, etc.);
- procedures which might cause exposure to blood or other potentially infectious materials at this facility;
- control methods which are used at the facility to control exposure to blood or other potentially infectious materials;
- personal protective equipment available at this facility (types, use, location, etc.); hepatitis B vaccine program at the facility;
- procedures to follow in an emergency involving blood or other potentially infectious materials; procedures to follow if an exposure incident occurs, to include U.S. Public Health Service Post Exposure Prophylaxis Guidelines;
- post exposure evaluation and follow up; signs and labels used at the facility; and,
- an opportunity to ask questions with the individual conducting the training.

## **Recordkeeping**

According to OSHA’s Bloodborne Pathogens Standard, medical records are maintained by: the Department of Campus Operations and Safety.

According to OSHA’s Bloodborne Pathogens Standard, training records are maintained by: the Human Resources Department.

## ANNUAL REVIEW

Name John Harris Date 10/17/2018

Name \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

## APPENDIX A - HEPATITIS B VACCINE DECLINATION STATEMENT



The Texas A&M University System

### Hepatitis B Vaccination Form

You have the right to request or decline the hepatitis B (HBV) vaccination series. You should have already received training on the risks and prevention of occupational exposure to bloodborne pathogens, including HBV, and had an opportunity to ask questions. If you have not completed the training, please do so before filling out this form. If you have received the training:

1. Select Option A, B or C below, and fill in your name, employee ID/UIN number, and date.
2. Print and sign the completed form and send it to your institution's hepatitis B immunization contact person.

#### Option A – Accept the Vaccination

##### REQUEST TO RECEIVE HEPATITIS B VACCINE

I have been informed of the biological hazards that exist in my workplace, and I understand the risks of exposure to blood or other potentially infectious materials involved with my job. I understand that I may be at risk of acquiring hepatitis B virus (HBV) infection. I acknowledge that I have been provided information on the hepatitis B vaccine, including information on its effectiveness, safety, method of administration and the benefits of being vaccinated. I have been given the opportunity to be vaccinated with hepatitis B vaccine at no charge to myself. I request to receive the vaccination series.

\_\_\_\_\_  
Employee's Name (printed)

\_\_\_\_\_  
Employee's signature

\_\_\_\_\_  
Employee ID no.

\_\_\_\_\_  
Date (mm/dd/yyyy)

#### Option B – Already Immunized

##### STATEMENT OF CURRENT IMMUNIZATION

I attest that I have already been immunized against hepatitis B virus (HBV) infection.

\_\_\_\_\_  
Employee's Name (printed)

\_\_\_\_\_  
Employee's signature

\_\_\_\_\_  
Employee ID no.

\_\_\_\_\_  
Date (mm/dd/yyyy)

#### Option C – Decline to be Immunized

##### HEPATITIS B VACCINE – DECLINATION STATEMENT

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 vaccine 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.

All of my questions regarding the risk of acquiring hepatitis B virus, and the hepatitis B virus vaccination process, have been answered to my satisfaction.

\_\_\_\_\_  
Employee's Name (printed)

\_\_\_\_\_  
Employee's signature

\_\_\_\_\_  
Employee ID no.

\_\_\_\_\_  
Date (mm/dd/yyyy)

## APPENDIX B - ASSESSMENT TOOL

		Yes	No
1	The exposure control plan is located in each work center		
2	Employees at occupational risk for bloodborne pathogens exposure are identified		
3	Employees comply with universal precautions when performing duties		
4	Employees appropriately use engineering controls in the work center		
5	Employees employ safe work practices in performance of duties		
6	Handwashing facilities are readily accessible in the work centers		
7	Employees regularly wash their hands, especially after glove removal		
8	Employees deposit contaminated sharps in biohazard containers immediately after use		
9	Employees change filled biohazard containers when full		
10	Employees do not eat, drink, apply cosmetics or lip balm, smoke, or handle contact lenses in the work area		
11	Food and beverages are not kept in close proximity to blood or bodily fluids		
12	Employees do not mouth pipette/suction blood or bodily fluids		
13	Employees place specimens in leak resistant containers after collection		
14	Employees place specimens in biohazard leak proof containers for shipment		
15	Employees properly decontaminate equipment before servicing or shipping for repairs or place a biohazard label to inform others the equipment remains contaminated		
16	Employees wear the designated fluid resistant personal protective equipment/attire appropriate for the task at hand		
17	Employees place the contaminated personal protective equipment in the appropriate receptacles		
18	Employees maintain a clean environment at all times		
19	Employees use an EPA approved germicide properly to decontaminate and clean the facility and equipment		
20	Employees know the safe procedure for contaminated, broken glass clean up		
21	Employees demonstrate knowledge of the agency's policies regarding disposal and transport of regulated waste by placing regular waste, special waste, and/or biohazard waste in appropriate containers and transporting the waste according to policy		
22	Employees place wet laundry in leak resistant bags or containers and transport used laundry in biohazard leakproof containers		
23	Each employee knows his documented hepatitis B vaccine status		
24	Employees know where and to whom to report exposure incidents		
25	An employee occupational exposure protocol is practiced in accordance with U.S. Public Health Service		
26	Employees are oriented and receive annual training to the exposure control plan		
27	Recording and reporting occupational exposures are conducted in accordance with OSHA's Bloodborne Pathogens Standard		
28	Medical and training records are maintained in accordance with OSHA's Bloodborne Pathogens Standard		