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| **Safety Procedure Title:** | **Responding to an Exposure to Bloodborne Pathogens** |
| **Issue Date:** | **July 2002** |
| **Revised Date:** | **October 2015;**  **Charlotte Fetterly, M.Sc(A) Occupational Hygienist**  **Fetterly OHS Services Ltd.** |
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| **Document #:** | **732471** |

Penetrating injuries are known to occur, and puncture wounds or needle sticks, in particular, pose a hazard during searches of persons, vehicles, or cells. Variables contributing to increased risk include non-intact skin of employees are, blind searches of hidden areas (pockets, under car seats), blood spills and splashes.

**IF harmful contact occurs:**

* + Report to supervisor
  + Report to the Hospital within 2 hours
  + Refer to Reporting Process for an Employee Workplace Injury and or Illness (EDMS document number 326304).
  + Refer to City Employee Report of Incident, Injury or Illness and Incident Investigation form (EDMS document number 318342)

## EMPLOYEE RESPONSIBILITIES:

### Contact with Intact Skin

* If as a result of a splash or other mishap, you are exposed to potentially infectious blood and body fluids, immediately wash the potentially infectious blood and body fluid from the skin with soap and water. Avoid the use of harsh abrasive cleaners, as these can lead to dermatitis.
* Do not use bleach or any other caustic disinfectant on the skin; this could cause a chemical burn of the skin and increase the risk of infection.
* If at a remote worksite, as a first procedure, use a waterless hand cleaner that contains a disinfectant

**NOTE:** Intact skin is not normally considered to pose a risk of bloodborne pathogens. It is usually considered to be a good barrier to such transmission. Skin should however be carefully inspected to ensure that it is intact. If there is any doubt seek medical attention

### Contact with Non-Intact Skin Or Mucous Membranes

* Flush the affected area with large amounts of water. If ingested, immediately rinse mouth with clean water.
* Inform your supervisor that an exposure has occurred.
* Seek medical attention immediately. Report directly to Royal Columbian Hospital Emergency Ward. OPTIMIM REPORTING TIME is within two hours following and exposure, or as soon as possible. RCH Address is: 330 E. Columbia St., N.W.
* Make all reasonable attempts to convince the involved person to accompany the employee for blood analysis.

### Sharps Injury or Bite that Breaks Skin

* Let the wound bleed freely.
* Promote bleeding by putting the affected area low to the ground.
* Wash the affected area thoroughly with mild soap and water.
* Inform your supervisor that an exposure has occurred.
* Seek medical attention immediately. Report directly to Royal Columbian Hospital Emergency Ward. OPTIMUM REPORTING TIME is within two hours following an exposure, or as soon as possible. RCH Address is: 330 E. Columbia St., N.W.
* Make all reasonable attempts to convince the involved person to accompany the employee for blood analysis.

If a needle or other “sharp” is the cause of injury, it should be carefully placed in a container. Refer to “sharps” guidelines. Do NOT transport the sharp to the hospital.

### At the Hospital

Emergency room physicians will evaluate the risk of exposure and recommend treatment that can reduce the risk of infection.

* Complete any form provided by the hospital (i.e. BC Ministry of Health Services form).
* The physician will conduct a risk assessment and provide treatment.

Complete a City of New Westminster “Employee Report of Incident, Injury or Illness and Incident Investigation report” form with your supervisor as soon as possible. Follow the city reporting process for an employee workplace incident, injury and/or illness.

The Employee Assistance Program is available if you require further counseling (604) 683-3255.

## SUPERVISOR RESPONSIBILITIES:

* Upon being notified of the exposure, attend Royal Columbian Hospital with the employee who sustained the exposure.
* Conduct an evaluation of the employee’s needs and mental condition, taking the extent of the exposure into consideration.
* Contact the Human Resources Section, and/or the Critical Incident Stress Management Team if appropriate.
* Provide or arrange for the provision of any support required to assist the employee.
* Notify the employee’s Manager of any significant exposures and advise of the actions taken regarding the exposed employee(s).
* Complete along with the employee, a City of New Westminster Employee Report of Incident, Injury or Illness and Incident Investigation report form.

## HUMAN RESOURCES RESPONSIBILITIES:

* Provide additional assistance as required.