

College Procedure:	304.21 – Bloodborne Pathogens Training & Response
Policy Reference:	304 – Campus Safety and Security
Responsible Department:	Facilities & Public Safety
Approval Authority:	Cabinet
Procedure Owner:	Vice President, Facilities & Public Safety
Effective Date:	3/1/2021

Version Number: 1

Legal Counsel Reviewed (yes/no): No

Legal Reference(s):

Scope: College-wide

Reason for Procedure

Kirkwood Community College is committed to providing a safe learning and working environment for its students, faculty, staff and visitors. This procedure, supports this commitment by providing college-wide guidance regarding potential exposure to a bloodborne pathogen. This procedure can be rapidly and effectively executed to help ensure the health and safety of all individuals involved.

The Procedure

Kirkwood Community College will ensure the following items must be adhered to in the event of a bloodborne pathogens exposure per the CDC (Center for Disease Control):

- Wash needle sticks and cuts with soap and water.
- Flush splashes to nose, mouth, or skin with water.
- Irrigate eyes with clean water, saline, or sterile wash.
- Report all exposures promptly to ensure that you receive appropriate follow-up care.

Responsibilities

Individual Exposed

The responsibilities of the exposed individual include, but are not limited to, the following:

- Individual will remove themselves, in a safe manner, from the area of exposure.
- Seek first aid, if necessary.
- Notify Supervisor or Lead of exposure.
- Ensure Custodial Services has been notified of the location and size of the contamination.
 - Do not attempt to clean the area yourself. Allow Custodial Services to complete a decontamination process.
- Seek any appropriate medical treatment you and your supervisor see fit to mitigate post exposure risk.

- Complete the Kirkwood Community College Employee's Work Injury/Illness Report and any additional required paperwork.

Supervisor of Individual Exposed

- Will start the following paperwork and encourage the employee to seek medical attention, if necessary:
 - Complete the Kirkwood Community College Supervisor Work Injury/Illness Report.
 - Body Fluid Exposure- Risk Management Form.
 - Name, address and phone of the source person (person whose blood or body fluid you came in contact with, as they will be tested as well).
- Make sure that contaminated area is cleaned and disinfected by Custodial Services before leaving area unattended.
- Work with appropriate Kirkwood personnel and departments to complete appropriate paperwork.
- Consult with Risk Transfer to identify preventative training and measures to mitigate exposure risk in the future.

Public Safety and Risk Services

- Public Safety will be responsible for identifying, delivering and tracking appropriate training to all job classifications or work areas in which employees have occupational exposure.
- Risk Transfer will:
 - Provide and assist the exposed individual and supervisor of exposed individual in the obtaining of and completion of any required paperwork.
 - Consult with Public Safety to identify preventative training and measures to mitigate exposure risk in the future.
 - Identify all job classification and work areas that have occupational exposure risk in all Kirkwood facilities.

Campus Wide

All College employees are at some risk of exposure no matter position or location. All employees are encouraged to take the Bloodborne Pathogens Training provided by Public Safety. Additionally, all employees should familiarize themselves with Kirkwood's Bloodborne Pathogens Exposure Control Plan.

Employees in the following areas are determined to be a higher risk of exposure to BBP and are, therefore, required to take annual training regarding BBP:

- Athletics/Recreation Center
- EMT's/ EMS/Phlebotomy Education
- Facilities – Grounds, Custodial, Public Safety and Maintenance
- Health Science Department
- Math/Science
- Nurse Aide/C.E.
- Regional Centers
- The Hotel at Kirkwood staff

Employees in the following areas are determined to have an increased likelihood of exposure to a BBP

and are encouraged to take annual training regarding BBP:

- Ag Sciences
- Culinary Arts

References

- <https://www.osha.gov/bloodborne-pathogens>
- Kirkwood Bloodborne Pathogen Exposure Control Plan

Definitions

Term	Definition
Low Risk Exposure	When the potential for transmission of infectious agents is unlikely or non-existent. This includes contact with urine, saliva, tears, sweat, sputum and stool which contain no obvious blood, puncture or laceration from sharps not contaminated with blood or body fluid, exposure of blood to intact skin, or puncture from a hollow point needle used to administer fluids or medications into an IV line if no blood is visible in the IV tubing.
High Risk Exposure	When the incident poses a significant potential for the transmission of infectious agents. This includes a break in the skin from any kind of a sharp (needle, lancet, glass, surgical instrument) that is contaminated or likely contaminated with blood or body fluid I tissue, contact with blood or body fluid into an open skin lesion, splashes of blood or bloody material into or very near the eyes, nose, or mouth, CPR with direct mouth to blood contact, and any other situation where there is a high probability of contamination.
Bloodborne Pathogens (BBP)	Pathogenic microorganisms that are present in human blood and can cause disease in humans. These pathogens include, but are not limited to, Hepatitis B Virus (HBV), Hepatitis C (HCV), and Human Immunodeficiency Virus (HIV).
Contaminated	The presence or the reasonable anticipated presence of blood or other potentially infectious materials.

Revision Log

Version Number	Date Approved	Approved by	Brief Description of Change
1	3/1/2021	Cabinet	New Procedure