**Definition:**

An infection control plan must be prepared for all students and staff who handle, store, use process, dispose of, or otherwise come into contact with any type of human body fluid. As contact with body fluids and other potentially infectious materials (OPIM) can lead to serious disease, all efforts must be made to identify and control this exposure.

**Universal Precautions:**

Student and staff shall treat all human body fluids that they may by chance come in contact with as potentially infected. These procedures are known as Universal Precautions and include the following:

* Wearing protective equipment such as gloves, barrier mask, etc. when handling contaminated materials or administering emergency care.
* Regular hand washing after handling any materials contaminated with human fluids or other potentially infectious material.

Bloodborne pathogens are organisms transferred through body fluids and other potentially infectious materials that can cause disease in people.

**Actions Required:**

*At risk job tasks:*

These are job tasks within our workplace where staff are at risk of exposure to bloodborne pathogens and other potentially infectious materials.

These jobs include, but may not be limited to:

* Nurse/Nurse’s Aide
* Custodial Personnel
* Maintenance Personnel
* Teachers/Coaches

Anytime there is blood-to-blood contact with infected blood or body fluids or other OPIM there is a slight potential for transmission. Unbroken skin forms an impervious barrier against bloodborne pathogens.

Infected blood can enter your system through:

* Open sores
* Cuts
* Abrasions
* Acne
* Any sort of damaged or broken skin, such as sunburn or blisters

In an emergency situation involving blood or OPIM, students and staff shall use Universal Precautions and try to minimize exposure by wearing gloves and other barrier devices.

*Clean-up Procedures:*

Clean up is a top priority and should begin as soon as possible after the incident. Universal Precautions must be followed at all times to prevent contact with blood and bodily fluids.

1. Don protective gloves and other equipment
2. Pick up any broken glass with a dustpan and brush, tongs, etc. not by hand
3. Do not use a mop and bucket unless specifically directed to do so. This can spread the contamination.
4. Clean soiled area
5. Use scoop to pick up any contaminated material
6. Disinfect the area using a fresh mixture of appropriate germicidal cleaner
7. Place soiled disposable towels and disposable contaminated equipment into a closed bag
8. Sanitize hands each time gloves are removed. Scrub exposed skin thoroughly with soap and water and change soiled clothing before returning to work or class.

*Disposal of Contaminated Items:*

1. Non-sharps waste (bandages, swabs, dressings) that does not meet the criteria of regulated waste will be disposed of in domestic waste.
2. Non-sharps waste considered regulated waste is placed in red biohazard bags.

*Exposure Procedures:*

If a student or staff member is exposed to human body fluids or OPIM, take the following actions:

* Wash the exposed area thoroughly with soap and running water. Use non-abrasive, antibacterial soap if possible.
* If blood is splashed in the eye or mucous membrane, flush the affected area with running water for 15 minutes.
* Report the exposure to the appropriate supervisor promptly. Verbally report the incident to the school nurse.
* Complete the Exposure Incident Investigation Form. If exposure is due to an accident, complete an accident report form, and for employees, notify the Company Nurse for worker’s compensation.

*Post Exposure Procedures:*

Steps outlined within the District’s Bloodborne Pathogen Guidelines shall be followed immediately after staff member or student is exposed to blood or OPIM via broken skin or mucous membrane.

*Training:*

Each department should identify the existence of at-risk job tasks within their department, and conduct bloodborne pathogen training for each affected employee. Training must review Universal Precautions, protective equipment, and cleaning procedures. Training will be provided annually and as needed through school Health Services.