**Subject:** Some children and adults may unknowingly be infected with Hepatitis B, HIV, or other infectious agents. These agents may be present in blood or body fluids. Therefore, all blood and body fluids of students and staff will be treated as potentially infectious.

**Purpose:** Policy shall be in place that outlines the guidelines to be followed in order to protect staff and students from potentially infectious fluids by following Universal Precautions.

Staff will follow the universal/standard precautions recommended by the Centers for Disease Control and Prevention (CDC) in handling any fluid that might contain blood or other body fluids. Universal/Standard Precautions require treating all blood and fluids that may contain blood or blood products as potentially infectious.

**Procedure:** Procedures for Universal/Standard Precautions:

* + Surfaces that may come in contact with potentially infectious body fluids must be either disposable or material that can be sanitized.
	+ Spills of body fluids, feces, nasal and eye discharges, saliva, urine and vomit should be cleaned up immediately.

a. Reduce contact with contaminated materials by using gloves, hand brooms or

 other techniques to avoid touching the spill directly.

b. Be careful not to splash contaminated material into eyes, nose and/or mouth.

 c. Blood contaminated material and diapers shall be disposed of in a plastic bag

 with a secure tie.

d. Clean any visible fluid from surface with soap and water and rinse. e. Wet (spray) entire surface with an appropriate germicidal cleanser. f. Let stand for appropriate length of time. You may let air dry. g. Remove gloves carefully and wash hands thoroughly.

* + Floors, rugs and carpeting that have been contaminated by body fluids shall be cleaned by blotting to remove the fluid as quickly as possible, then sanitize by spot cleaning with soap and/or disinfectant or steam clean/shampooing the surface.
	+ Mops or other equipment that is used to clean up spills should be cleaned with soap and water and rinsed with a disinfectant solution, wrung dry as possible and allowed to air dry completely.

The Director of Health Services is responsible for developing the Bloodborne Pathogens Exposure Plan (required by OSHA).

The policy applies to all staff, volunteers and students when blood or body fluids are present.