

Annual Bloodborne Pathogen Inservice
2014-2015 School Year

Annual Bloodborne Pathogen Inservice

Instructions for Viewing On-line Bloodborne Pathogen (BBP) Inservice

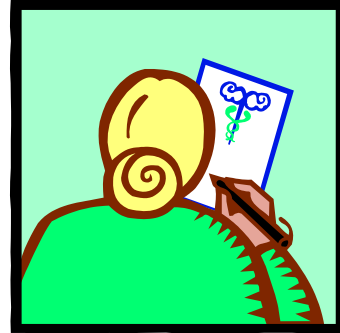
- Again this year the mandatory annual BBP inservice will be conducted on-line. Please read the following document and complete the short quiz at the end.
- ***You will need to print the quiz page, sign and date it and return to your building designated person:***
 - **Barrie – Carol Klein**
 - **Luther – Melanie Dunkleberger**
 - **Purdy – Karen Hetts**
 - **Rockwell- Joan Gozy**
 - **Middle School –Annette Krance**
 - **High School – Meghan Metzker**

(The District is required to keep a record of all employees for BBP training).
- ***The BBP on-line inservice must be completed by September 30th . This is a mandatory inservice, and if not completed by this date your name will be submitted to your building supervisor & Dr. Zaspel.***
- Thank you for your cooperation as On-line inservicing allows you to complete the required inservice at your own pace. We hope you find this beneficial at such a hectic time of year.
- If you have any comments or questions please contact Andrea Davis, RN, Sara Noeske, RN, School District Nurses or Janice Madson, Health Assistant at 563-7805.

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Welcome

- Annual training is required for all employees who can reasonably anticipate contact with blood or potentially infectious body fluids while at work.
- Wisconsin Dept. of Industry, Labor and Human Relations (DILHR) is required to adopt and enforce health and safety standards equal to those offered private employees as administered by OSHA. The Occupational Safety and Health Administration (OSHA) have issued a standard that can protect you from bloodborne pathogens.
- It is important for everyone in an educational setting to understand the dangers of infection and the safety procedures to minimize risk of exposure.
- A copy of the Federal Register DILHR standard is available to you for review at anytime. Please contact the school nurse office for a copy.
- Please contact the school nurse office at 563-7805 with any questions you may have regarding information covered in this inservice.



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Diseases of Bloodborne Pathogens

Bloodborne pathogens are microorganisms such as viruses or bacteria that are carried in blood and other body fluids and can cause disease in people. These pathogens include, but not limited to, Hepatitis B Virus (HBV), Hepatitis C Virus (HCV) and Human Immunodeficiency Virus (HIV).

Hepatitis B (HBV)

"Hepatitis" means "*inflammation of the liver,*" and, as its name implies, Hepatitis B is a virus that infects the liver. There is no "cure" or specific treatment for HBV, but many people who contract the disease will develop antibodies, which help them get over the infection and protect them from getting it again. It is important to note, however, that there are different kinds of hepatitis, so infection with HBV will not stop someone from getting another type. The Hepatitis B virus is very durable, and **it can survive in dried blood for up to seven days.** For this reason, this virus is the primary concern for employees such as housekeepers, custodians, laundry personnel and other employees who may come in contact with blood or other potentially infectious materials in a non-first aid or medical care situation.



Symptoms:

The symptoms of HBV are very much like mild "flu". As the disease continues to develop, jaundice (yellow skin) and darkened urine will often occur. After exposure it can take 1-9 months before symptoms become noticeable.

Hepatitis C (HCV)

Hepatitis C virus (HCV) infection is the most common chronic bloodborne infection in the United States. Most people with this virus are chronically infected and might not be aware of their infection because they are not clinically ill.

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HCV is transmitted primarily through exposures to blood. Risk factors include blood transfusion, injecting drug use, exposure from a sex partner or household member who has had a history of hepatitis.

Symptoms:

Many patients have no symptoms prior to development of liver cirrhosis (damage). The present symptoms are usually mild fatigue, poor appetite, joint and body aches, nausea, and mild abdominal discomfort.

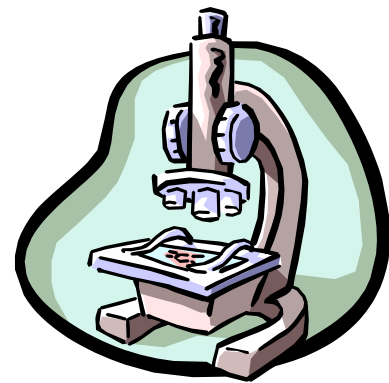
Human Immunodeficiency Virus (HIV)

A virus called the human immunodeficiency virus, or HIV causes AIDS, or acquired immune deficiency syndrome. Once a person has been infected with HIV, it may be many years before AIDS actually develops. HIV attacks the body's immune system, weakening it so that it cannot fight other deadly diseases. AIDS is a fatal disease, and while treatment for it is improving, there is no known cure.

The HIV virus is very fragile and will not survive very long outside of the human body. It is primarily of concern to employees providing first aid in situations involving fresh blood or other potentially infectious materials. Because it is such a devastating disease, all precautions must be taken to avoid exposure.

Symptoms:

Symptoms of HIV infection can vary, but often include weakness, fever, sore throat, nausea, headaches, diarrhea, a white coating on the tongue, weight loss, and swollen lymph glands.



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Modes of Transmission

Bloodborne pathogens such as HBV, HCV and HIV can be transmitted through contact with infected human blood and other potentially infectious body fluids such as: semen, vaginal secretions, saliva (in dental procedures), and any body fluid that is visibly contaminated with blood.

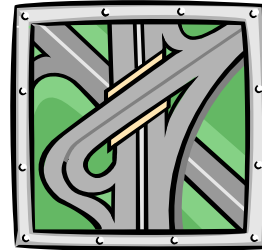
It is important to know how exposure and transmission are most likely to occur in your job duties.

HBV and HIV are most commonly transmitted through:

- Sexual Contact
- Sharing of hypodermic needles
- From mothers to their babies at/before birth
- Accidental puncture from contaminated needles, broken glass, or other sharps
- Contact between broken or damaged skin and infected body fluids
- Contact between mucous membranes and infected body fluids

Anytime there is blood-to-blood contact with infected blood or body fluids, there is a slight potential for transmission. Unbroken skin forms the best barrier against bloodborne pathogens. However, infected blood can enter your system through: open sores, cuts, abrasions, acne or any damaged or broken skin such as sunburn or blisters.

Bloodborne pathogens may also be transmitted through the mucous membranes of the eyes, nose, or mouth. For example, a splash of contaminated blood to your eye, nose, or mouth could result in transmission.



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Exposure Control Plan (ECP)

OSHA requires that every school system have a written Exposure Control Plan (ECP) that's made available to every school employee. The ECP manuals are located in each school's administrative office.

The ECP will:

- Identify the personnel at greatest risk of exposure.
- Analyze the potential hazards of each job.
- Determine what measures will be taken to reduce the risk of exposure to BBP on the job.
- State measures to take if an exposure to BBP has occurred.



Reducing Your Risks

Reducing your risk of exposure to bloodborne pathogens means you need to do more than wear gloves. To protect yourself effectively use:

- Engineering controls
- Work Practice controls
- Personal protective equipment
- Housekeeping
- Hepatitis B vaccine



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Engineering Controls

Engineering controls are mechanical systems that are in place in our schools to minimize hazards at the source. Their effectiveness usually depends on you and using them appropriately. Examples of engineering controls are sharps containers, red biohazard bags, and isolyzer.

- Sharp Containers are puncture resistant, leak proof containers used for disposal of contaminated broken glass, needles or lancets. Sharps containers are located in each health office.
- Red biohazard bags are used for disposal of bloody waste material such as dressings. **Bloody materials need to be placed in a biohazard bag if the blood is dripping, pouring, squeezable or flaking from the contaminated material.** If it does not meet one of these requirements, it can be disposed in the standard wastebasket. Biohazard bags can be obtained from the custodial staff or the school nurse office.
- Isolyzer is a powder that converts liquid contaminated waste into treated solid waste. The waste then can be scooped and placed in a biohazard container.



Biohazard Sign

Biohazard symbol is a florescent orange-red symbol marked BIOHAZARD (see bloodborne pathogen inservice binder found each building office for example). This symbol is the universal symbol for biohazardous materials.

This symbol warns you that the container holds blood or other potentially infectious material.

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Work Practice Controls

Work practice controls are specific procedures you must follow on the job to reduce your exposure to blood or other potentially infectious materials. These practices would include the use of universal precautions, personal hygiene and handwashing.



UNIVERSAL PRECAUTIONS

Most approaches to infection control are based on the concept of “Universal Precautions”, treating all blood and body fluids as if they were potentially infectious. Remember that there are many people who carry infectious diseases that have no visible symptoms and no knowledge of their condition. ***Using Universal Precautions resolves this uncertainty by requiring you to treat all human blood and body fluid as if they were known to be infected with HIV, HBV or other bloodborne pathogens.***

PERSONAL HYGIENE

Here are some controls based on personal hygiene that you must follow to decrease your risk of exposure. Do not eat, drink, smoke, apply cosmetics, lip balm or handle contact lenses where there is a reasonable likelihood of occupational exposure. Minimize splashing, spraying, spattering and generation of droplets when attending to an injured student or co-worker. Do not keep food and drink in refrigerators, freezers, shelves, cabinets or on countertops where blood or other potentially infectious materials are present.



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HANDWASHING

The most important work place practice control is handwashing. Good handwashing keeps you from transferring contamination from your hands to other parts of your body or other surfaces you may contact later. You should wash your hands with non-abrasive soap and running water every time you remove your gloves and other personal protective equipment. If your skin or mucous membranes come in direct contact with blood or other body fluids, **wash or flush the area with water immediately.** Where handwashing facilities are not available, such as the playground, you should use antiseptic towelettes or Alcohol based sanitizer. Use these as a temporary measure only. You must still wash your hands with soap and running water as soon as you can.

Personal Protective Equipment (PPE)

The type of personal protective equipment (PPE) appropriate for your job, varies with the task and the degree of exposure you anticipate. Equipment that protects you from contact with blood or other potentially infectious materials may include gloves, masks, gowns, face shields, goggles and/or resuscitation mouthpieces.

PPE must be appropriate for the task and fit properly to protect you from BBP. You must use appropriate PPE each time you perform a task with potentially infectious material. PPE is considered appropriate if it

doesn't permit blood or other potentially infectious material to pass through or reach clothing, skin, eyes, mouth or other mucous membranes under normal condition of use.



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Gloves are the most commonly used PPE. Gloves should be made of latex, nitril, rubber, or other water impervious materials. If you know you have cuts or sores on your hands, you should cover these with a bandage or similar protection as an additional precaution before putting on your gloves. You should always inspect your gloves for tears or punctures before putting them on. **If a glove is damaged, don't use it! PLEASE see your building administrator for 2 pairs of gloves to keep with you/desk or in first aid packs (outside paraprofessionals).**

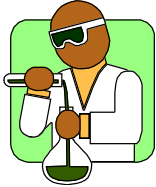
Glove Removal:

Gloves should be removed when they become contaminated or damaged, or immediately after finishing the task. You must follow a safe procedure for glove removal, being careful not to contaminate your hands.

- With both hands gloved, peel one glove off from top to bottom and hold it in the gloved hand.
- With the exposed hand, peel the second glove from the inside, tucking the first glove inside the second.
- Dispose of the entire bundle promptly.
- Never touch the outside of the glove with bare skin.
- Every time you remove your gloves wash your hands with soap and running water as soon as possible.

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Goggles and Face Shields:



Anytime there is a risk of splashing or vaporization of contaminated fluids; goggles, face shields and/or other protection should be used to protect your face. Splashing could occur while cleaning up a spill, or while providing first aid or medical assistance.

Aprons/Cover gowns:

Aprons/gowns may be worn to protect your clothing and to keep blood or other contaminated fluids from soaking through to your skin.

Normal clothing that becomes contaminated with blood should be removed as soon as possible because fluids can seep through the cloth and come into contact with skin.

Clothing Penetrated With Blood/Body Fluids/OPIM (Other Potentially Infectious Materials) May Not Be Taken Home For Laundering

When personal clothing is contaminated (large amount), remove the contaminated clothing in such a way to avoid contact with the outer surface, (e.g. by rolling up the garment as it is pulled away from the body for removal or as it is pulled toward your head to prevent exposure to your face). Place contaminated clothing in a plastic bag and close securely.

Wash well any areas that have come in contact with contaminated clothing

Mark the bag containing your contaminated clothing with your name and school, then send the soiled clothing to the school laundry facility.

***OSHA STATES, "NO CLOTHING THAT HAS BEEN CONTAMINATED
WITH BLOOD OR BODY FLUIDS MAY BE TAKEN HOME".***

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Housekeeping

HANDLING BLOOD SPILLS

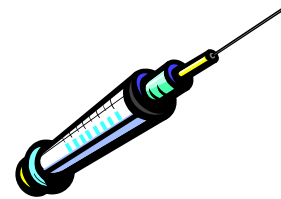
1. Clear all traffic in immediate area of spill and contact custodial staff for proper cleaning as described below.
2. Custodial staff will:
 - Put on latex gloves (gown, goggles and mask may be needed if splashes are probable).
 - Wipe up all liquid spills with paper toweling or cloth toweling, if necessary. If the towel absorbs all the blood and is **not** drippable, pourable, squeezable, or flakable, discard paper towels into wastebasket and cloth toweling into linen bag. Otherwise, discard paper towels into red biohazard bag.
 - All contaminated areas must be cleaned and decontaminated with an appropriate disinfectant or a 10% bleach to water solution as soon as possible after contact with blood or OPIM.
 - Never pick up broken glass with bare hands. Always wear gloves, and use tongs or a scooper.
 - Place contaminated sharps in a sharps container.
 - Handle contaminated laundry as little as possible. Place soiled laundry in labeled container to indicate laundry is contaminated before sending to be laundered.

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Hepatitis B Vaccinations

Employees who have routine exposure to bloodborne pathogens (such as; nurses, first aid responders, custodians, those who perform medical procedures and laundry personnel) shall be offered the Hepatitis B vaccine series at no cost to themselves unless:

- They have previously received the vaccine series.
- Antibody testing has revealed they are immune.
- The vaccine is contraindicated for medical reasons.



The series consists of 3 vaccinations given over a 6 month period of time. Although your employer must offer the vaccine to you, you do not have to accept this offer. You may opt to decline the vaccination series, in which case you will be asked to sign a “Declination form”. **Even if you decline the initial offer, you may choose to receive the series at anytime during your employment thereafter**, for example, if you are exposed on the job at a later date. If the vaccine is administered immediately after exposure it is extremely effective at preventing the disease.

There is no danger of contracting the disease from getting the vaccine, and once vaccinated, a person does not need to receive the series again. If you feel you are at risk in your job position and are interested in the Hepatitis B vaccination, please call school nurse office at 563-7805.

Post Exposure Follow Up

In the event that you are exposed to bloodborne pathogens while at work, please follow these steps:

1. Seek first aid (as soon as possible) after the incident occurs
2. Wash/flush area exposed to BBP with soap and water.
3. Inform your supervisor or designee immediately of exposure.

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4. Fill out an “**Accident form**” and a “School Exposure Incident Investigation form” which are located in the Exposure Control Plan Manual (found in all building main offices).
5. Seek medical attention from your school medical advisor or local emergency room as needed or indicated.

Protecting yourself from bloodborne diseases on the job requires knowing the facts and taking sensible precautions. Contact your school nurse office at 563-7805 with any questions you may have about blood borne pathogens.

You are now ready to complete the Quiz (which is required for documentation of reviewing Blood Borne Pathogen information.) Scroll to next page. Print copy and give to your building designee.

BBP Self-study Inservice Quiz

Directions: Print your quiz, circle the correct answer, sign and date on the bottom and return it to your buildings designated staff person. To print off the quiz follow these steps: 1) Go to file 2) Click on Print 3) Click on current page (16) under “Page Range” 4) then click OK. To self-correct your quiz, continue on to the next page.

- 1) True False Human Immunodeficiency Virus (HIV) is the only infectious disease carried by the blood that you should be concerned with.
- 2) True False Sexual contact and sharing of hypodermic needles are the only ways Hepatitis B and HIV can be transmitted.
- 3) True False The Exposure Control Plan manuals are located in each school’s administrative office and are available to every employee for viewing.
- 4) True False Engineering controls are mechanical systems that are in place to minimize hazards at the source.
- 5) True False Universal Precautions are to be used only when there is a chance of contacting the blood of a human at high risk for a bloodborne disease.
- 6) True False Good handwashing is the number one defense against transmission of disease.
- 7) True False You should always apply gloves prior to administering first aid where there is blood and prior to touching body fluids (urine, stool, saliva etc.).
- 8) True False There is no need to wash your hands after removing your disposable gloves.
- 9) True False Hepatitis B Vaccine will protect you from all types of viral hepatitis.
- 10) True False If you have an exposure to a bloodborne pathogen while at work you need to contact your supervisor immediately.

Name (Please Print)

Building

Signature

Date

BBP Self-study Inservice Quiz

Answer Sheet – please review your answers with the correct answers provided below. If you have any questions regarding these questions please contact the school nurse office at 563-7805 or via e-mail davisa@fortschools.org

- 1) **False** Human Immunodeficiency Virus (HIV) is the only infectious disease carried by the blood that you should be concerned with.

Also concerned with HCV and HBV.

- 2) **False** Sexual contact and sharing hypodermic needles are the only ways Hepatitis B and HIV can be transmitted.

Other means of transmission include direct contact with contaminated blood or body fluids, mother to infant and accidental puncture with contaminated sharps.

- 3) **True** The Exposure Control Plan manuals are located in each school's administrative office and are available to every employee for viewing.
- 4) **True** Engineering controls are mechanical systems that are in place to minimize hazards at the source.
- 5) **False** Universal Precautions are to be used only when there is a chance of contacting the blood of a human at high risk for a bloodborne disease.

Treat all human blood and body fluids as if they were known to be infected with BBP.

- 6) **True** Good handwashing is the number one defense against transmission of disease.
- 7) **True** You should **always apply gloves prior** to administering first aid or assisting with clean up of any body fluids. (see question five.)
- 8) **False** There is no need to wash your hands after removing your disposable gloves.
Wash hands after removal of gloves and other PPE.
- 9) **False** Hepatitis B Vaccine will protect you from all types of viral hepatitis.
Hepatitis B vaccine protects you from HBV only.
- 10) **True** If you have an exposure to a bloodborne pathogen while at work you need to contact your supervisor immediately.