

## **BLOODBORNE PATHOGENS**

### **A. INTRODUCTION**

The purpose of this program is to inform all employees of **EAGLE INDUSTRIAL INSTRUMENTATION** exposure control plan. It also provides awareness information regarding universal precautions necessary for protecting Eagle Industrial Instrumentation employees from exposure to bloodborne pathogens. **EAGLE INDUSTRIAL INSTRUMENTATION** has developed the following exposure control plan to comply with the OSHA bloodborne pathogens standard 29 CFR 1910.1030.

### **B. SCOPE**

**EAGLE INDUSTRIAL INSTRUMENTATION** has determined that Eagle Industrial Instrumentation personnel *are not* designated Emergency First Responders as defined under **EAGLE INDUSTRIAL INSTRUMENTATION** Exposure Control plan, and field personnel *do not* have job duties that include reasonably anticipated occupational exposure, or contact with blood, or other potentially infectious materials.

### **C. RESPONSIBILITIES**

**EAGLE INDUSTRIAL INSTRUMENTATION** management is responsible for ensuring that employees have completed the training required by this procedure, as well as:

1. The implementation of the program
2. Documentation of the program
3. Ensure that all employees have access to the exposure control plan.

The Safety Coordinator is responsible for maintaining and managing **EAGLE INDUSTRIAL INSTRUMENTATION'S** written bloodborne pathogens exposure control program. These responsibilities include the following:

1. Recordkeeping required to ensure compliance with current standards.
2. Notifying **EAGLE INDUSTRIAL INSTRUMENTATION** doctor of any exposure incident.
3. Contacting **EAGLE INDUSTRIAL INSTRUMENTATION** doctor to request post-incident follow-up procedures including any required medical tests.
4. Ensuring that non-designated employees have been provided post exposure evaluation and follow-up in the event of an accidental on-the-job exposure.

5. The responsibility for the overall effectiveness of the exposure control program.

All Eagle Industrial Instrumentation personnel are required to obtain the awareness training on bloodborne pathogens awareness. For Eagle Industrial Instrumentation designated employees, this includes:

1. Exposure determination
2. Training
3. Monitoring
4. Medical testing
5. Vaccination
6. Post exposure evaluation and follow up
7. Post exposure prophylaxis

Should an employee become exposed, they must follow the universal precautions contained in this procedure, and immediately report any exposure incident to their supervisor, Safety Director and/or the President.

#### **D. PROCEDURE**

Due to the fact that **EAGLE INDUSTRIAL INSTRUMENTATION** can “reasonably anticipate exposure” of blood or other potentially infectious materials to its employees, they have established and implemented this exposure control program. It applies to all occupational exposures to blood or other potentially infectious materials. A copy of the program is accessible to all employees.

#### **E. EXPOSURE DETERMINATION**

**EAGLE INDUSTRIAL INSTRUMENTATION** has determined that only specified field personnel *are* designated emergency first responders as defined under **EAGLE INDUSTRIAL INSTRUMENTATION** exposure control program and field personnel other than the designated emergency responder do not have job duties that include reasonably anticipated occupational exposure, contact with blood, or other potentially infectious materials. This exposure determination was made without regard to the use of personal protective equipment, and the information contained in this procedure is for the employee’s personal knowledge to prevent exposure to bloodborne pathogens as well as to direct them to the Safety Coordinator for follow-up evaluation in the event of accidental on-the-job exposure.

#### **Eagle Industrial Instrumentation Employees:**

1. Other than designated emergency first responders, employees are not required to provide first aid or CPR services as a part of their

- job duties, but are required to attend training for first aid and CPR for their own personal well being.
2. Other than designated emergency first responders, employees are not expected to conduct other related activities where there is a possibility of or actual blood or potentially infectious body fluids and materials.
  3. Other than designated emergency first responders, employees are not required to aid in the movement or handling of any injured or sick personnel.
  4. Other than designated emergency first responders, employees are not trained in cleanup and must not attempt a biomedical waste cleanup.
  5. Employees should keep in mind that personal protection is the key to prevent transmission of bloodborne pathogens.

#### **F. HEPATITIS B VACCINATION (HBV)**

The employees are required to be trained in the knowledge that certain pathogenic microorganisms may be present in human blood and can cause disease in humans. As a personal precaution it is recommended that all designated emergency first responders and field employees receive the Hepatitis B vaccine. The vaccination will be made available at no cost to all employees after they have been trained or within 10 working days of initial assignment to a position that could have occupational exposure.

The only exceptions will be:

1. If the employee has previously received the complete Hepatitis B series.
2. An antibody test has revealed that the employee is immune or the vaccine is contraindicated for medical reasons.

#### **G. UNIVERSAL PRECAUTIONS**

In general, the best method of ensuring the health safety for workers at risk is to understand the follow the concept of **UNIVERSAL PRECAUTIONS** as it applies to an employee's duties and work practices. This concept refers to the assumption that all blood and bodily fluids are contaminated with pathogens. Universal precautions while administering first aid or CPR must include the follow:

1. Engineering and Work Practice Controls
2. Clean Up Procedures
3. Work Area Restriction
4. Housekeeping
5. Hazardous Waste Disposal

6. PPE

**H. ENGINEERING AND WORK PRACTICE CONTROLS**

Hand washing is a primary work practice control. Hands must be thoroughly washed with soap and water, and dried after all direct contact with blood or other potentially infectious materials, or after handling soiled or contaminated equipment. Other skin surfaces must also be washed immediately if contaminated with blood or other potentially infectious materials or body fluid.

**EAGLE INDUSTRIAL INSTRUMENTATION** will provide hand washing facilities for employees to use following exposure. If this is not available or feasible, then alternative methods, such as antiseptic hand cleaners, in conjunction with clean cloths or paper towels or antiseptic towelettes will be provided.

All Engineering Control procedures will be examined and maintained, revised or replaced yearly to ensure their effectiveness.

**I. CLEAN UP PROCEDURES**

In the event of an incident involving the release of blood or other potentially infectious material, the area should be barricaded to keep people from tracking the blood or other potentially infectious material into other areas. Biomedical waste cleanup shall be done only by designated emergency responders. **EAGLE INDUSTRIAL INSTRUMENTATION** personnel are not trained in cleanup and must not attempt a biomedical waste cleanup. Items such as clothing, medical gloves, etc., that have been contaminated with blood or other potentially infectious materials must be placed in the red biomedical waste bags or container labeled BIOHAZARD, and given to the emergency responders for disposal.

**J. WORK AREA RESTRICTIONS**

A copy of the Bloodborne Pathogens Exposure Control Program will be kept in the main office and made available to any employee, or his designee, upon request. In work areas where there is a reasonable likelihood of exposure to blood or other potentially infectious materials, employees are not to:

1. Eat
2. Drink
3. Apply cosmetics or lip balm
4. Smoke
5. Handle contact lenses.

Food and beverages are not to be kept in refrigerators, freezers, shelves, cabinets, counter tops or bench tops where blood or other potentially infectious materials are present.

Engineering controls shall be examined and maintained or replaced in order to ensure continued effectiveness.

**K. HOUSEKEEPING**

Exposed surfaces shall be decontaminated after contact with blood or other infectious materials by wiping with an appropriate disinfectant/germicide. Contaminated laundry shall be handled with care and placed in leak-proof, labeled and/or color coded bags at the worksite. Gloves shall be worn by employees who work with contaminated laundry. If laundry services are provided by independent contractors, documentation shall be reviewed by Eagle Industrial Instrumentation management that the contractor's employees have had the required training mandated by the Bloodborne Pathogen Standard.

**L. POTENTIALLY INFECTIOUS WASTE DISPOSAL**

All medical wastes, blood specimens and other body fluids shall be placed in containers that are color-coded. Medical wastes include but are not limited to:

1. Needles
2. Disposable equipment
3. Soiled dressings
4. Sponges
5. Used gloves
6. Blood soaked clothing or other fabric

The containers shall be constructed so that they are closable, leak-proof, puncture-resistant, fluorescent orange, orange-red or red in color, displaying the biohazard legend. Documentation of all waste disposal shipments shall be maintained indefinitely by the Medical Department.

**M. PERSONAL PROTECTIVE EQUIPMENT**

1. PPE shall be used unless the employer shows the employees temporarily decline to use PPE under rare circumstances.
2. Medical gloves must be worn when there is the potential for direct skin contact with blood or other potentially infectious body fluids and materials, or when handling items or surfaces soiled with blood or other potentially infectious body fluids or material. Gloves will be changed when visibly soiled, torn, punctured, or when their ability to function as a barrier is compromised. Single use gloves will not be used.
3. Safety glasses with side shields will be used when there is a potential for eye contamination through splashing or spraying.

4. When the possibility of occupational exposure is present, PPE shall be provided at no cost to the employee.
5. **EAGLE INDUSTRIAL INSTRUMENTATION** will ensure that appropriate PPE in the appropriate sizes is readily accessible for all personnel involved.
6. PPE will be properly cleaned, laundered, stored and/or disposed of.
7. **EAGLE INDUSTRIAL INSTRUMENTATION** will repair and/or replace PPE as needed to maintain its effectiveness.

#### **N. LABELS AND SIGNS**

Warning labels shall be affixed to containers or regulated waste or other potentially infectious material. The label shall include the biohazard logo depicted in OSHA 29 CFR 1910.1030 (g) Communication of Hazards to Employees. These labels shall be fluorescent orange or orange-red or predominantly so, with lettering or symbols in a contrasting color.

#### **O. RECORDKEEPING INFORMATION**

The Safety Director has the overall responsibility for the effectiveness of the program and will maintain training and medical records for each employee covered under the exposure control program, or for an employee involved in an exposure incident in accordance with OSHA 29 CFR 1910.1020 (h). All records are confidential and will not be disclosed without the employee's express written consent. A copy of the employee's records may be released, with the employee's written consent, to any person within or outside of the workplace. These records shall also be made available upon request to the Assistant Secretary of Labor or OSHA, to the Director of National Institute for Occupational Health and Safety, U.S. Department of Health and Human Services or to their designated representatives. These records will be kept for the duration of the employee's employment plus 30 years to comply with 29 CFR 191020 (h).

#### **P. AVAILABILITY OF RECORDS**

Employees may review their medical and training records during normal business hours and copies of their records will be provided to them or their authorized representative upon written request. These records shall also be made available upon request to the Assistant Secretary of Labor for OSHA, to the Director of the National Institute for Occupational Health and Safety, U.S. Department of Health and Human Services or to their designated representatives for examination and copying. **EAGLE INDUSTRIAL INSTRUMENTATION** will comply with the requirements involving transfer of records set forth in 29 CFR 1910.1020 (h). Records should show dates, names and titles of attendees.

#### **Q. TRAINING REQUIREMENTS**

Bloodborne pathogen awareness training will be conducted for all employees who have or are subject to have occupational exposure and will include instruction on the following topics.

1. Applicable regulations on bloodborne pathogens
2. General explanation of the epidemiology and symptoms of bloodborne diseases.
3. Modes of transmission for bloodborne disease.
4. Recognition of tasks that could involve exposure to potentially infectious body fluids and materials.
5. Methods, work practices, and protective equipment that will prevent or reduce exposure.
6. Proper handling and disposing of personal protective equipment.
7. Hepatitis B vaccination information.
8. Selecting personal protective equipment.
9. Appropriate emergency actions including incident reporting and medical follow-up.
10. Explanation of signs, labels, and color coding.
11. The contents of this procedure.

Training for all designated first aiders shall include:

1. The role of rendering first aid.
2. The availability of the full Hepatitis B. vaccination series to be made as soon as possible, but in no event later than 24 hours, to all unvaccinated first aid providers who have rendered assistance in any situation involving the presence of blood or OPIM, regardless of whether or not a specific “exposure incident”, as defined by the standard, has occurred.
3. The specific reporting procedure (as outlined above) which ensures that all first aid incidents involving the presence of blood or OPIM will be reported to the employee’s Supervisor and the information forwarded to the Safety Department.

## **R. TRAINING FREQUENCY**

**EAGLE INDUSTRIAL INSTRUMENTATION** personnel will be trained according to the following schedule:

1. Initial assignment.
2. Within 90 days of the standard’s effective date.
3. Annually.