



LOUDON POLICE DEPARTMENT LOUDON, TN



Chapter

Subject: Bloodborne Pathogens	Effective Date: 03/25/2019	Revised Date: 03/15/2020
Title: Establishment of Guidelines for the Handling of Bloodborne Pathogens	Pages: 7	Distribution: All Members
Cross Reference: OSHA Regulations, Title 29, CFR, Pant 1910.1030, City of Loudon Exposure Control Plan	Chief of Police Approval:	

PURPOSE:

The purpose of this directive is to provide guidelines for all members to follow in the handling and exposure to bloodborne pathogens such as the human immunodeficiency (HIV) and Hepatitis B (HBV) viruses and other potentially infectious materials.

This directive shall consist of the following sections:

- I. Definitions
- II. Work Practice/Engineering Controls
- III. Procedure for Exposure Incident

I. Definitions

- A. Blood: Human blood, human blood components and products made from human blood.
- B. Decontamination: Using physical and/or chemical means to remove, inactivate or destroy bloodborne pathogens on a surface or item so they are no longer capable of transmitting infections particles and the surface of item is rendered safe for handling, use or disposal.
- C. Exposure: Contact with blood or other potentially infections materials.
- D. Exposure Control Plan: A written plan developed by this Department and available to all employees that details the steps taken to eliminate or minimize exposure and evaluate the circumstances surrounding exposure incidents.
- E. Indirect Exposure: Indirect contact with a potentially contaminated blood or bodily fluid, including but not limited to, soiled gloves, gauze, disposable first aid materials.
- F. Infection Control Physician: Medical Director Loudon County, as designated in the City of Loudon Control Plan.
- G. Infection materials: Includes semen, vaginal secretions, saliva and all bodily fluids in situations where it is difficult or impossible to differentiate between them. Pathogenic bloodborne microorganisms including but not limited to HIV, HBV, and unfixed tissue or organ from a human.
- H. Personal Protective Equipment (PPE): Specialized clothing or equipment worn or used by members for protection against the hazards of infection. This does not include standard issue uniforms and work clothes without special protective qualities.
- I. Risk Manager: as designated by the City of Loudon Exposure control plan.
- J. Sharps: Any object that can penetrate the skin including, but not limited to, needles.
- K. Sharps injury: Penetration of the skin with a possibly contaminated object such as a needle.
- L. Significant Exposure: Direct contact by an employee contact ins mucous membrane exposure: i.e., being stuck with a hypodermic needle, knife or other sharp object, contact with an open wound, or though the employee's eyes, nose or mouth.

- M. Source Individual: Any individual, living or dead, whose blood, bodily fluids, or other infectious materials come in contact with an employee.
- N. Standard Precautions: Procedures promulgated by the Centers for Disease Control that emphasize precautions based on the assumption that all blood and bodily fluids are potentially infectious and the AIDS (HIV) and Hepatitis B (HBV) viruses. Formerly identified as Universal Precautions.

II. Work Practice/Engineering Controls

- A. The City of Loudon has an Exposure Control Plan which is available at the Risk Management Office
- B. Standard precautions shall be observed within the Department and in field operations in order to prevent contact with blood or other potentially infectious materials.
- C. After any possible exposure, the employee should wash his/her hands immediately using a sanitizing hand cleaner. As soon as possible the injured skin or wound should be emergently cleaned with soap and running water for two (2) minutes and mild bleeding should be allowed to continue. Exposed mucous membranes should be rinsed with water for five (5) minutes. Exposed eye(s) should be flushed with water or saline for five (5) minutes.
- D. Employees having occupational exposure are:
 - 1. All sworn officers
 - 2. Cadets
 - 3. Evidence Technicians
 - 4. Transportation Officers
- E. Protective equipment will be made available to all personnel. This equipment includes:
 - 1. Nitrile exam gloves
 - 2. Sanitizing skin cleaner
 - 3. Protective gowns
 - 4. Face-mask and shield
 - 5. CPR mask with one-way valve
 - 6. Orange-red biohazard bag or biohazard labels

- F. Protective supplies should be replenished when used and are available through Central Supply.
- G. Contaminated items should be placed in the biohazard bag, sharps container or other suitable means for transporting and should be placed in the red biohazard containers located in the Property Management Unit confiscations processing area. An employee may also drop off any properly packaged contaminated items at any Loudon Fire Department station.
- H. Employees having occupational exposure may receive the Hepatitis B vaccination program through the Health, Education and Wellness Center at no cost to the employee. If you initially choose not to be vaccinated, you may change your mind and receive this vaccination at any time.
- I. Food or drink is not to be kept in refrigerators, freezers, countertops or in other areas where blood or other potentially infectious materials are present.
- J. Employees should be extremely cautious when handling blood, blood by-products or infectious or potentially infectious materials. The employee should use appropriate protective clothing and should package the items in a manner to prevent further contamination.
- K. In areas or incidents where there is a reasonable likelihood of exposure to blood or other potentially infectious materials, employees are not to eat apply cosmetics or lip balm or handle contact lenses.
- L. Any equipment that is exposed to potentially infectious materials should be thoroughly decontaminated. Exposed items may be cleaned with a disinfectant chemical capable of disinfecting bloodborne pathogens which will be available through Central Supply. Appropriate PPE (i.e. gloves, gowns, face shield/splash guard) should be used when cleaning items.
- M. Leather duty gear exposed to potentially infectious material should be sealed in a red bio-hazard bag and left in the appropriate location in the Property Management Unit for disposal. Leather gear replacement items may be obtained from Central Supply until new items can be obtained through the use of the employee's uniform allowance.
- N. Any employee clothing item that is exposed to potentially infectious material shall be bagged and sealed in a red bio-hazard bag. The employee shall write their name and duty assignment on the exterior of the bag, transport the clothing item(s) to the authorized cleaner for cleaning, advise personnel at the cleaner to charge it to the Loudon Police Department account, and retrieve the item(s) when cleaned. The employee shall notify their immediate supervisor when clothing items are exposed and transported to the cleaners. The

immediate supervisor shall notify their chain of command and the commander of the Management Services Division.

III. Procedure for Exposure Incident

- A. Exposure to Bloodborne Pathogens can come from any number of avenues. These can include, but not be limited to, the following:
 - 1. Needle sticks
 - 2. Sharps penetration of skin
 - 3. Splashes from blood or body fluids to any mucus membranes (eyes, nose or mouth)
 - 4. Exposure from blood or body fluids to any non-intact skin, cuts or other openings.
 - 5. Human bites
- B. Any employee who is potentially exposed to bloodborne pathogens shall immediately notify their supervisor.
- C. Any employee who believes they have had a potential exposure to bloodborne pathogens shall treat the exposure as a medical emergency and follow up at The Center (after employee and the source individual are evaluated in an emergency room) as soon as possible. In addition, the employee will complete a City of Knoxville Report of Work Injury/Illness Form. A copy of the form shall be provided to the Workers' Compensation Specialist, Infection Control Physician at the Center and the Director of Occupational Health and safety. The LFD EMS supervisor will assist in completing and distributing the forms.
- D. The employee shall be referred to the City of Loudon's infection control physician or their designee as soon as possible after exposure, but not more than the next business day to The Center. The Center shall provide a confidential medical evaluation and follow-up, which shall include the following:
 - 1. Documentation of the route of exposure and the circumstance under which the exposure incident occurred.
 - 2. Identification and documentation of the source individual, unless the City can establish that identification is infeasible or prohibited by state or local law.
 - 3. A description of the employee's duties as they relate to the incident.
 - 4. Results of the source individual testing shall be made available to the exposed employee, and the employee shall be informed of applicable

laws and regulations concerning the disclosure of the identity and infections state of the source individual

5. If the employee consents to baseline blood collection but does not give consent at the time for HIV serological testing, the sample shall be preserved for at least 90 days. If, within 90 days of the exposure incident, the employee elects to have the baseline sample tested, such testing shall be done as soon as feasible. The lab preserving the sample must be verified and submitted to The Center.

E. The employee's supervisor will ensure that The Center is provided the following information:

1. A description of the employee's duties as they relate to the exposure incident
2. Ensure that the Exposure Control Form detailing the route(s) of exposure and circumstances under which exposure occurred has been signed by the employee's direct supervisor.
3. Results of the source individual's blood testing, if available. The source individual's blood shall be tested as soon as feasible and after the consent is obtained in order to determine HBV, HCV, and HIV infectivity. If consent is not obtained, the City shall establish that legally required consent cannot be obtained. When the source individual's consent is not required by law, the source individual's blood, if available, shall be tested and the results documented. When the source individual's status has already been determined and documented no other testing is needed and should not be repeated.

F. The exposure control physician or designee shall provide a written opinion for post exposure evaluation and follow-up shall be limited to the following:

1. That the employee has been informed of the results of the evaluation.
2. That the employee has been told about any medical conditions resulting from exposure to blood or other potentially infectious materials which require further evaluation or treatment.
3. The healthcare professional's written opinion for Hepatitis B vaccination shall be limited to whether Hepatitis B vaccination is indicated for an employee and if the employee has received such vaccination.
4. All other findings or diagnoses shall remain confidential and shall not be included in the written report.

- G. The Workers' Compensation Specialist shall obtain and provide the employee with a copy of the exposure control physician's written opinion within 15 days of the completion of the evaluation.
- H. The Workers' Compensation Specialist shall maintain an accurate record for each employee with occupational exposure. The record shall include:
 - 1. The Name and social security number of the employee
 - 2. A copy of the employee's Hepatitis B vaccination status including the dates of all Hepatitis B vaccinations and any medical records relative to the employee's ability to receive vaccination.
 - 3. A copy of all results of examinations, medical testing and follow up.
 - 4. The employer's copy of the healthcare professional's written opinion.
 - 5. A copy of the information provided to the healthcare professional.
- I. Medical records are to be kept with strictest confidentiality.
 - 1. There will be no disclosure or reporting of medical records without the employee's expressed written consent to any person except as required by law.
 - 2. The medical records shall be maintained for at least the duration of employment plus 30 years.
 - 3. An employee's medical records shall be provided upon request for examination and copying to the employee, to anyone having written consent from the employee, or to anyone as required by law.