



**BLOODBORNE PATHOGENS EXPOSURE CONTROL PLAN-
FIRST AIDERS
(29CFR 1910.1030)**

Note: The following model written program is provided as a guideline only. Employers must develop written programs that are specific to their companies' needs.

The following model Exposure Control Plan (ECP) is designed for companies that are required to write a plan because they have designated first aiders. A "designated" first aider is an employee who is responsible for rendering first aid or medical assistance as an additional part of their job duties. First aid is not their sole duty (ie: a company nurse). This model plan has been developed because many of the requirements of the bloodborne pathogen standard are not applicable to first aiders. This model should not be used if you have employees other than designated first aiders that are covered by the OSHA Bloodborne Pathogen Standard.

Please note: BBP= Bloodborne Pathogen
OPIM= Other Potentially Infectious Materials

Facility Name: _____

Date of Preparation: _____

Note: The Exposure Control Plan shall be reviewed and updated at least annually and whenever necessary to reflect new or modified tasks and procedures which effect occupational exposure and to reflect new or revised employee positions with occupational exposure. Employees should be involved with the review.

Date of Review; _____

Name of Reviewers; _____

1. Exposure Determination

The following employees of _____ (company name) _____ have been designated as first aiders:

- * _____
- * _____
- * _____
- * _____

2A. Compliance Methods: Universal Precautions

Universal precaution (treating all persons that are given first aid as if they were infected regardless of the perceived status of the patient) will be observed at this facility in order to prevent contact with BBP and OPIM.

2B. Compliance Methods :Engineering and Work Practice Controls

Engineering controls (controls that isolate or remove the BBP/OPIM hazard from the workplace) and work practice controls will be utilized to eliminate or minimize exposure to bloodborne pathogens and other potentially infectious materials(OPIM) to designated first aiders at _____ (company name) _____. Where occupational exposure remains after institution of these control personal protective equipment shall be used.

The following engineering controls will be utilized:

Contaminated sharps (broken glassware or other contaminated sharp object) shall not be picked up by hand. A _____ (dust pan and broom, forceps, etc...) _____ should be used.

The following work practices should be followed:

Note: Work practices followed by your company should include at least the following. Any additional work practices should be listed. If hand washing facilities are not available, the employer should provide an appropriate antiseptic and cleanser in conjunction with clean cloth/paper towels or antiseptic hand cleaners or towelettes. When antiseptic hand cleansers or towelettes are used hands shall be washed with soap and running water as soon as feasible.

- * Washing with soap and water immediately after skin contact with blood or OPIM and/or hands immediately after removal of gloves. Washing facilities are located at (indicate location).
- * Flushing of mucous membranes with water immediately or as soon as feasible after contact

with blood or OPIM. Flushing facilities (eyewash and/or hand held deluge hose) are located at ____ (indicate location) ____.

- * No eating, drinking or smoking while administering first aid or in areas where blood or OPIM are present
- * Equipment which may become contaminated with blood or OPIM shall be examined prior to servicing or shipping and shall be decontaminated unless the employer can demonstrate that decontamination of such equipment or portions of it is not feasible. If the equipment cannot be decontaminated it must be labelled with a biohazard label which indicates the location of the contamination.
- * Clothing contaminated with blood or OPIM shall be removed as soon as feasible and placed in ____ (indicate where contaminated clothing should be placed) _____. A change of clothing is kept _____.
- * Contaminated items (other than sharps) should be placed in the regulated waste container or regulated waste bag ____ (indicate which is used) _____. Contaminated sharps (broken glass or any sharp object that could puncture a plastic bag, shall be placed in the closable, puncture resistant, leakproof, labeled regulated waste container located _____.

2C. Compliance Methods: Personal Protective Equipment (PPE)

All personal protective equipment provided at ____ (company name) ____ will be provided without cost to the designated first aider. Personal protective equipment will be chosen based on anticipated exposure to blood or OPIM.

Note: The PPE will be considered appropriate only if it does not permit blood or OPIM to pass through or reach the employees clothing, skin, eyes, mouth, or other mucous membranes for the duration of time that the PPE will be used.

PPE is kept ____ (indicate where it is kept) _____. ____ (Responsible person) ____ is responsible for seeing that the PPE is provided and replaced as needed at no cost to the employee.

The following PPE is provided to the designated first aiders at ____ (company name) ____:

List equipment provided. At a minimum it should include:

- * gloves (disposable surgery gloves for rendering first aid and heavy duty gloves for when using disinfectants)
- * protective eyewear with solid side shields in conjunction with a face mask
- * CPR shields
- * chin length face shields
- * fluid resistant clothing (ie: one-piece disposable coveralls)

Contaminated PPE should be placed in the regulated waste container or regulated waste bag located _____ indicate _____.

2D. Compliance Methods: Disinfection

Decontamination of surfaces and equipment will be done as soon as possible after contact with blood or OPIM. Decontamination will be accomplished by utilizing the following materials:

- * _____
- * _____

*Note: The disinfectant used must be an EPA registered tuberculocide, sterilant, or a product EPA registered against HIV/HBV. This will be indicated on the label or check with your supplier. A 1:10 to 1:100 bleach solution is acceptable if made up fresh **daily**.*

2E. Compliance Methods: Regulated Wastes

Regulated wastes, other than sharps, shall be placed in the regulated waste containers or regulated waste bag located _____. Contaminated sharps shall be discarded in the sharps container located _____. It is the responsibility of _____ to see that regulated waste containers are not overfilled and that they are properly disposed of. Regulated waste will be disposed of by _____ (indicate biological waste company contracted or method used) _____.

2F. Compliance Methods: Laundry

Contaminated clothing should be placed in a labelled, leak-proof bag located _____
Contaminated laundry will be cleaned at _____. _____
is responsible for making arrangements to have contaminated laundry properly taken care of.

Note: If the contaminated laundry is to be sent off-site then the laundry service should be notified that the clothing is contaminated. The leak-proof bag that the laundry is in should be labelled with a biohazard sticker.

3. Hepatitis B Vaccine

Hepatitis B vaccines are offered to designated first aiders at no cost to the employee. The vaccine series is administered by _____ (indicate licensed health care profession and/or company that will provide this service) _____.

***NOTE:** Under the OSHA Bloodborne Pathogen Standard Hepatitis B vaccines must be offered to designated first aiders within 10 days of assignment as a designated first aider. However, OSHA now considers designated first aiders that were not offered the vaccine within 10 working days as a "de minimis" violation. This means that no citation will be issued, and no penalties given as long as the Hepatitis B vaccine is offered within 24 hours of a designated first aider rendering assistance.*

Employees who initially decline the Hepatitis B vaccine series but who later wish to have it may then have the vaccine provided at no cost. Employees who decline the Hepatitis B vaccine series will sign a waiver which uses the wording in Appendix A of the OSHA Bloodborne Pathogen Standard.

4. Post-Exposure Evaluation and Follow-Up

When a designated first aider incurs an "exposure incident" it should be reported to _____ (responsible person) _____. The employer will make immediately available to the exposed employee a confidential medical evaluation and follow-up. The exposed employee will receive the confidential medical evaluation and follow-up from _____ (healthcare professionals name) _____ who is located at _____ (location of healthcare professional) _____.

. The medical evaluation and follow-up will include:

- *Documentation of the routes of exposure and the circumstances related to the incident

- *The employee will be offered the option of having their blood collected for HIV and Hepatitis B and Hepatitis C testing. The blood sample will be preserved for up to 90 days to allow the employee to decide if the blood should be tested.

- *The employee will be given appropriate counseling concerning precautions to take during the period after the exposure incident. The employee will also be given information on what potential illnesses to be alert for.

- *The medical evaluation and follow-up will be in accordance with the current recommendations of the U.S. Public Health Service.

_____ (Responsible persons name) _____ will contact the source individual and try to obtain consent for HIV, HBV, HCV testing as soon as feasible. If consent is not obtained the employer shall document that consent cannot be obtained.

***Note:** The employer does not obtain the source individuals blood test results. The employer obtains consent and makes arrangements for the blood results to be available to the exposed employee.*

5. Employer Interaction with the Healthcare Professional

The employer shall obtain a written opinion from the healthcare professional who evaluates the employee and the healthcare professional that administers the Hepatitis B vaccine series. The opinion shall be limited to:

Whether the Hepatitis B vaccine series is indicated and if the employee has received it.

Indication that the employee has been informed of the results of the medical evaluation.

Indication that the employee has been told about any medical conditions resulting from exposure.

Note: The written opinion to the employer does not reference any personal medical information.

_____(Responsible person)_____ will be responsible for maintaining all medical records.
_____(Responsible person)_____ shall ensure that these records are kept confidential and that they are not disclosed or reported without the employees' expressed written consent. These records shall be kept for the duration of employment plus 30 years.

6. Training

Training for designated first aiders will be provided when the employee is designated as a first aider. Training will include an explanation of:

- *The OSHA Bloodborne Pathogen Standard

- *Epidemiology and symptoms of bloodborne diseases

- *Modes of transmission of bloodborne diseases

- *Employer's exposure control plan and the means by which an employee can obtain a copy of the written exposure control plan

- *Those first aid procedures where exposure to blood or other potentially infectious material would be expected

- *The methods that should be used to prevent or reduce exposure including engineering controls, work practices, and personal protective equipment.

- *Personal protection equipment (location, types, proper use, removal, handling, decontamination, disposal, types)

*The Hepatitis B vaccine including information on its efficiency, safety, method of administration, benefits, and that the vaccine is offered free of charge

*Post-exposure evaluation and follow-up

*The reporting procedures that a designated first aider should follow after giving assistance

*An opportunity for interactive questions and answers with the person conducting the training

The training will be conducted by _____ (responsible person) _____. The training will be done annually. Training records shall be maintained by _____ (responsible person) _____ for 3 years from the date on which the training occurred.

7. Recordkeeping

After rendering first aid, the designated first aider should report the incident to _____ (responsible person) _____ before the end of the work shift during which the first aid incident occurred. _____ (Responsible person) _____ will keep the report that will include the name of all first aiders who rendered assistance, describe the first aid incident including the time and date, determination of whether or not an "exposure incident" occurred.