

## 203-AR-1. UNIVERSAL PRECAUTIONS

The Occupational Health and Safety Administration has enacted regulations on occupational exposure to bloodborne pathogens (ie: Hepatitis B, HIV virus). These regulations provide sound recommendations for personal protection of personnel employed in the school setting. The United School District has adopted the following guidelines for employees to provide for the employees' and students' personal safety. These guidelines are referred to as Universal Precautions and should be followed by all employees, volunteers, coaches, student teachers, and students.

Universal Precautions are guidelines to be followed to prevent the transmission of bloodborne viruses in the workplace. They are intended to prevent the transmission of infection as well, and to decrease the risk of exposure to school personnel and students. In following Universal Precautions, blood and certain body fluids of people are considered to be infectious for Hepatitis B, HIV and other diseases. It is impossible to know who may be infected with any of these diseases, therefore we must assume that all persons are potentially infectious and precautions must be used.

Universal Precautions apply to blood and other potentially infectious body fluids containing blood. These precautions do not apply to other body fluids and wastes such as saliva, sputum, tears, nasal secretions, vomitus and urine unless blood is visible in the material. However, these other body fluids and wastes can be sources of other infections and diseases and should be handled as if they are infectious.

The single most important step in preventing exposure to and transmission of any infection is anticipating potential contact with infectious materials in routine as well as emergency situations. Based on the type of possible contact, school personnel and students should be prepared to use the appropriate precautions prior to the contact. Diligent and proper hand washing, the use of barriers, appropriate disposal of waste products and needles, and proper decontamination of spills are essential techniques of infection control.

General procedures for carrying out universal precautions:

- Consider all body fluids as infectious for some organism.
- Consider all blood as infectious for Hepatitis B and HIV.

### Hand washing

Proper hand washing is crucial to preventing the spread of infection. Hands should be washed following this procedure:

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1. Wet hands thoroughly under warm running water; use cold water only if warm water is unavailable.
2. Dispense soap into wet hands.
3. Vigorously rub hands together for 15 30 seconds, paying particular attention to nails, cuticles, spaces between fingers and under jewelry.
4. Thoroughly rinse hands.
5. Shake hands to remove excess water.
6. Dry hands using a disposable paper towel. Avoid the use of non-disposable towels.
7. After drying hands, use the towel to turn off the water.
8. Dispose of paper towel in a waste receptacle.

Hands should be washed:

- before physical contact with individuals, and after contact is completed.
- after physical contact with blood or body fluids.
- if hands (or other skin) come into contact with blood or other body fluids, wash immediately before touching anything else.
- whether gloves are worn or not and before and after gloves are used.
- before eating
- after using the restroom

### Barriers

Barriers to be used in school include disposable gloves, absorbent materials and resuscitation devices. Their use is intended to reduce the risk of contact with blood and other body fluids, as well as to control the spread of infectious agents from individual to individual. Gloves should be worn when hands come into direct contact with blood, bodily fluids, body waste and other potentially infectious materials.

### Disposal Of Waste

It is anticipated that we would only have regulated waste(waste that must be

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specially disposed of due to contamination) in the case of a severe incident. In the case of a severe incident, the Nurse will decide the proper way to dispose of the waste. Any needles, syringes, razors and other sharp disposable objects should be placed in a special puncture proof container in the Nurse's office and disposed of as regulated waste. The needle boxes are disposed of by the school doctor at the end of each school year.

Bodily fluids such as urine, vomitus or feces will be disposed of in the sanitary sewer system.

A band-aid, towel, sanitary napkin, or other absorbed waste that does not have the potential of releasing the waste if compressed, would not be considered regulated waste, and can be disposed of as regular garbage.

### Clean Up

Spills of blood and other potentially infectious body fluids should be cleaned up and disinfected immediately.

Procedure:

Wear gloves.

2. Wipe up the spill with paper towels or other absorbent material.
3. Use a solution of one part household bleach to ten parts of water (1:10) or other EPA registered disinfectant to clean the area.
4. Wash the area well with the solution.
5. Allow the area to air dry for 10 minutes for proper disinfection time.
6. Dispose of gloves, soiled paper towels and other waste in a lined waste can and tie the bag shut.
7. Always clean and disinfect reusable supplies and equipment with an approved EPA disinfectant.

### Laundry

Laundry with blood or other potentially infectious material should be handled as little as possible with a minimum of agitation. The clothes will be placed in a plastic bag and sent home with the parent or guardian. School personnel who have contact with this laundry must wear protective barriers.

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### Exposure

An exposure incident to blood or other potentially infectious material through contact with broken skin, mucous membrane or by needle or sharp stick requires immediate washing, reporting and follow-up.

\*Always wash the exposed area immediately with soap and water.

\*If a mucous membrane splash occurs to the eye or mouth, irrigate with water for one minute. If any other mucous membrane becomes splashed such as broken skin, wash with soap and water for one minute.

\*If a cut or needle stick injury occurs, wash the area thoroughly with soap and water.

The exposure will be reported immediately, to the nurse and principal. The parent or guardian is notified, and the person exposed contacts a physician for further healthcare.

For employees the above exposure procedure applies. After notifying the nurse and principal, an exposure report form is to be filled out (see Appendix A). This form is obtained through the Nurse.

\*\* A significant exposure to another person's blood or body fluids is defined as:

direct contact with the blood or body fluids of a person in a manner that is capable of transmitting the HIV virus, e.g.: needle stick, cut with a sharp object, contact of mucous membranes, or non-intact skin.

### UNIVERSAL PRECAUTIONS REQUIRED FOR HANDLING BLOOD OR BODY FLUIDS

#### Do's and Don't's Based on CDC Guidelines

1. Do use appropriate barrier precautions routinely to prevent skin and mucous membrane exposure when in contact with blood or other body fluids of any patient is anticipated.
2. Do wear gloves for touching blood and body fluids, mucous membranes, or non-intact skin of all patients, for handling items of surfaces soiled with blood or body fluids and for performing venipuncture and other vascular access procedures. Cover any open sores with bandages, wraps, or gloves.
3. Do wash hands and other skin surfaces immediately and thoroughly if contaminated with blood or other body fluids. Flush eyes, mouth, nose with water immediately if splashed by blood or other body fluids.
4. Do take precautions to prevent injuries caused by needles, scalpels and other

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sharp instruments. To prevent needle-stick injuries, needles should not be recapped, purposely bent or broken by hand, removed from disposable syringes or otherwise manipulated by hand. After they are used, all sharp instruments (including razors, sewing needles and pins) should be placed in puncture-resistant container for disposal, located as close as possible to the area where they are used. A needle disposal box is located in the Nurse's office.

5. Although saliva has not been implicated in HIV transmission, to minimize the risk in emergency mouth-to-mouth resuscitation, mouth pieces, resuscitation bags or other ventilation devices should be available for use in areas where the need of resuscitation is predictable. Saliva maybe contaminated if abrasions/lacerations to the oral mucosa have occurred i.e.: traumatic blow to the mouth; dental procedures. The Nurse's office has resuscitative supplies.
6. Do check your hands for any cuts, abrasions or breaks in skin and cover with waterproof dressing. Healthcare workers who have draining lesions or weeping dermatitis should refrain from all direct patient care and from handling patient care equipment until condition resolves.
7. Any blood or body fluids on the skin should be washed away as soon as possible with soap and water. Encourage skin punctures to bleed in an attempt to express any material deposited in the wound, then wash thoroughly.
8. After an exposure occurs it must be reported immediately to the nurse and principal, the parent or guardian is notified and the person exposed contact a physician for further healthcare. If the physician so directs, the source person should be informed of the incident and tested for HIV (or other bloodborne infection), after consent is obtained (pretest and post test counseling must occur according to PA Confidentiality Act 148).

### Guidelines/Good Health Practices Students In The School Setting

1. Wash hands frequently using good hand washing technique. Good hand washing technique is as follows:
  - a. Wet hands thoroughly under warm running water; use cold water only if warm water is unavailable.
  - b. Dispense soap into wet hands.
  - c. Vigorously rub hands together for at least 15 30 seconds, paying particular attention to nails, cuticles, spaces between fingers and under jewelry.
  - d. Thoroughly rinse hands.
  - e. Shake hands to remove excess water.

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- f. Dry hands using a disposable paper towel. Avoid the use of non-disposable towels.
- g. After drying hands, use the towel to turn off the faucet.
- h. Dispose of paper in a waste receptacle.
2. Avoid touching blood or body fluids from another person with your bare hands. This includes but is not limited to nose bleeds, cuts, lost teeth. Disposable latex gloves must be used to handle this material.
3. If an injury or nosebleed does occur, hand the person a tissue to stop or slow the bleeding and send for a staff member or the nurse. Have the injured person apply pressure above the bleeding site if possible.
4. If you have contact with blood or body fluids from another person, wash your hands immediately using soap and proper hand washing technique. Then immediately notify teacher, nurse, or principal.
5. Use proper hand washing techniques at all times.
6. Do not share razors, toothbrushes, scissors, nail files, needles, pierced earrings, or any personal articles that may be contaminated with blood or other body fluids.
7. Do not use another person's lip gloss, lipstick, comb, brush, contact solution or eye drops.
8. Do not use community water bottles.
9. Do not attempt to pierce ears or any body part. This should only be done by a qualified person using sterile technique.
10. Tattooing is high risk and should be avoided. Tattooing should only be performed by a qualified person using sterile instruments.
11. Blood brother rituals are high risk and should be avoided.
12. Use common sense and practice good health habits keep fingers out of nose and mouth, wash hands before eating and after using the restroom, wash hands frequently and thoroughly and use hand lotion to keep them from getting chapped, dispose of tissues after blowing nose.
13. Do not ever reach into trash receptacle.
14. Do not eat, drink, apply cosmetics/lip balm or handle contact lenses where

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infectious materials may be present.

15. Avoid fighting as this places you at risk for exposure to another student's blood or body fluids.
16. If you find blood in the hallway, classroom or restroom, notify the teacher janitor or closest adult so proper cleaning techniques can be used.
17. Always wash your hands:
  - a. Before eating.
  - b. After using the restroom.
  - c. After any contact with blood or body fluids from another person.
  - d. After sneezing and blowing your nose.

### Guidelines For Universal Precautions For Athletic Events:

While risk of one athlete infecting another with HIV/AIDS during competition is close to non-existent, there is a remote risk that other bloodborne infectious diseases can be transmitted. For example, Hepatitis B can be present in blood. Procedures for reducing the potential for transmission of any infectious agents should include, but not be limited to, the following:

1. The bleeding must be stopped, the open wound covered and if there is an excessive amount of blood on the uniform, it must be changed before the athlete may continue to participate. If bleeding continues, seek medical advice.
2. Routine use of gloves or other precautions to prevent skin and mucous membrane exposure when contact with blood or other body fluids. Wash hands immediately after removing gloves.
3. Immediately wash hands and other skin surfaces if contaminated (in contact) with blood or other body fluids. Wash hands immediately after removing gloves.
4. Clean all blood contaminated surfaces and equipment with a solution (CDC recommends 1:10) or other disinfectants before competition resumes.
5. Practice proper disposal procedures to prevent injuries caused by needles, scalpels, and other sharp instruments or devices.
6. Although saliva has not been implicated in HIV transmission, to minimize the need for emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags, or other ventilation devices should be available for use.
7. Athletic trainers/coaches with bleeding or oozing skin conditions should refrain from all direct athletic care until the condition resolves.

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8. Contaminated towels should be properly disposed.
9. Follow acceptable guidelines in the immediate control of bleeding and when handling bloody dressings, mouth guards and other articles containing body fluids.
10. Wear gloves when it is reasonably anticipated that you may have contact with blood or other potentially infectious materials.
11. If chlorine used, mix fresh bottle before each event. (One part chlorine bleach to ten parts water.)
12. If Chlorasorb dry chlorine powder available, keep adequate supply.
13. Have adequate supply of disposable latex gloves for trainer, student trainers and coaches available.
14. Keep at least one pair of gloves in a readily accessible place. Make certain there are no tears or punctures. Remember these are **DISPOSABLE AND NOT TO BE WASHED OR REUSED!**
15. When putting gloves on, do it carefully and slowly to avoid ripping at the cuff. Use extra care if wearing rings.
16. When removing gloves use a skin-to-skin and glove-to-glove method and turn the last one removed inside out to contain the contaminated surface. Place gloves in same container as contaminated tissues or gauze. Wash hands immediately after removing gloves. (Regular use of hand lotion is recommended to minimize chapping.)
17. Discontinue use of community drinking bottles.
18. Athletes are to be reminded not to come in contact with blood or body fluids from wounds or injuries of another student. If an incident between two or more students involving an exchange of blood occurs, families will be notified and recommendation to seek the advice of the Family Health Care Providers will be given.
19. Continue to keep record of all injuries and report to the nurse.
20. Reinforce Universal Precaution as indicated by the situation.
21. Cover all open wounds before competing.
22. Follow recommendations set by the PIAA.

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