

# EMERGENCY OPERATIONS PLAN

## Biological Hazard/ Blood-borne Pathogen Annex

Ashtabula Area City Schools

2630 W. 13th St. Ashtabula, Ohio 44004

Effective Date: 2/7/17

## **Biological Hazard/Blood-borne Pathogen Annex**

### I. Purpose

Custodial, maintenance and other employees that may be exposed to human blood or other regulated body fluids shall receive annual training which includes the following:

- Epidemiology and symptoms of HIV and HBV.
- Modes of transmission of HIV and HBV.
- Importance of exposure precautions to reduce worker exposure.
- The availability, proper use and disposal of personal protective equipment (PPE) including the specific circumstances under which the PPE is to be worn.
- Follow-up procedures to implement if actual body contact occurs with blood or body fluids.
- An explanation of the labels and signs used.
- Proper clean-up of spills of blood or other regulated body fluids.
- Proper disposal of contaminated items.

### II. Custodial (cleanup) Supplies Needed

- Goggles
- Bucket/wringer
- Wet mop
- Red liner bag
- Paper towel
- Gloves
- Butchers disinfectant

The use of disposable gloves is required for procedures when body fluids are handled. Especially if:

- 1. The individual handling the material has cuts, abraded skin, chapped hands, dermatitis or similar conditions;
- 2. When contacting abraded or non-intact skin of individuals with active bleeding or drainage;
- 3. During all cleaning procedures.

Gloves shall be of appropriate material, intact latex or intact vinyl of appropriate quality for the procedures performed and of appropriate size for each wearer. Gloves shall not be washed or disinfected for re-use. Gloves are not a substitute for proper hand-washing. Hands are to be washed, using standard hand wash procedures, using warm water and liquid soap immediately after removing gloves.

No gloves shall be used if they are peeling, cracking or discolored or if they have punctures, tears or other evidence of deterioration.

### III. SPILLS AND CLEANUP PROCEDURES

- 1. PREPARATION:
  - Determine the nature of the event. Vomit, urine, feces, etc. are not considered Blood-borne events if blood is not visible to the eye. Disposable gloves and Butchers disinfectant cleaner are more than adequate for clean-up.
  - If you are not sure, follow the blood borne guidelines below.
  - Where possible, keep the bleeding person contained in one area. Do not allow them to travel through the building until the bleeding is stopped.
- 2. PERSONAL PROTECTION:
  - Before starting any clean up procedure, put on disposable gloves, at least, heavier duty gloves if available.
  - If a large amount of blood, wear chemical splash goggles.
- 3. SMALL AREA CLEAN-UP:
  - Spray area with Butchers disinfectant and wipe with paper towel. Do not use a sponge or any other reusable item unless they can be laundered and dried through a dryer.
  - Once area is cleaned, re-spray with the Butchers disinfectant and allow to sit for at least 10 minutes. If necessary, wipe any remaining chemical with a paper towel and place in the red liner bag.
  - Place excess waste into a red liner bag. Place paper towel in the same bag. Once clean-up is completed, place disposable gloves in the red bag using proper procedure for removing gloves.
- 4. LARGE AREA CLEAN UP:
  - For a major blood event, begin clean up with Butchers disinfectant in a mop bucket or sprayer. The more dwell time the better (10 minutes minimum with Butchers disinfectant ).
  - Any disposable items, such as paper towels, should be placed in the red liner bag (needles or syringes must be placed in an approved (Sharps) container).

- Spray affected areas with Butchers disinfectant and allow to remain at least 10 minutes to properly disinfect the area.
  - Mops should be removed from the handle and placed in a regular liner bag until they can be laundered.
  - Empty the mop bucket and spray wringer and bucket with Butchers disinfectant . Allow to remain for (a minimum of) 10 minutes and flush with clear water.
- 5. CONTAMINATED SUPPLIES AND LABELING INFECTIOUS WASTE:
    - Soiled items must be placed in an impervious (biohazard) bag. The tags applied to waste receptacles containing contaminated articles must have the signal word "BIOHAZARD" or the biological hazard symbol. If tags are not used, then other equally effective means of identification shall be used. Red bags are available through our custodial supplier. Disposal of bags or other biohazard containers RED BAGS and Bio-hazard containers.
  - 6. HANDWASHING:
    - Thorough hand-washing is to be performed before and after removal of gloves and immediately after any inadvertent contact with blood or body fluids. Individuals are not to use bar soap or cloth towels for hand-washing. The school will provide liquid soap, paper towels and waterless hand cleaner for hand-washing purposes.
  - 7. OTHER PROCEDURES: (that may be activated depending on conditions)
    - Medical Emergency