

SUBJECT: UNIVERSAL BLOOD AND BODY FLUID PRECAUTIONS

EFFECTIVE
DATE: 04-30-10 (replaces 04-01-05)

APPROVED BY:

Reviewed (no changes): 12-13-10 _____

Executive Director

POLICY

It is the policy of McIntosh Trail Community Service Board to require that blood and body fluid precautions will be practiced by all agency staff to provide a consistent approach to management and containment of body substances for the prevention of nosocomial infections.

DEFINITION

Blood and body fluid precautions are defined as using appropriate barrier precautions to prevent skin and mucous membrane exposures when contact with blood or other body fluids of any consumer is anticipated.

PROCEDURE

Because consumers with communicable diseases may be asymptomatic and because all human and body substances are capable of harboring infectious pathogens, precautions to prevent transmission of these potentially infectious agents should be practiced with **all** consumers, not only those who have diagnosed infectious diseases. (**Universal Precautions**)

Body substance precautions eliminate or minimize exposure to potentially infectious substances by requiring agency staff workers to:

- Use personal protective equipment;
- Handle soiled articles and equipment carefully;
- Minimize environmental contamination;
- Teach consumers.

A. Personal Protective Equipment

1. Hands must always be washed before and after contact with consumers. Hands are to be washed after removing gloves. If hands come in contact with blood, body fluids, or human tissue, they must be immediately washed with soap and water.
2. Glove use is required of agency staff for any contact with consumers or contaminated articles in which direct exposure to blood or body substances is anticipated. Gloves are not necessary for contact with unsoiled or intact skin, but must be worn during venipuncture. Gloves should be readily available in consumer care areas. They must be removed immediately or as soon as feasible after consumer contact and followed by a 15-second hand wash.
3. Disposable cover gowns or coats will be worn over personnel's clothing when soiling with blood or body substances is anticipated. Gowns are not necessary for other contact. Disposable gowns or coats should be readily available in areas where procedures that could soil clothing are performed.

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PROCEDURE (CONTINUED)

A. Personal Protective Equipment (Continued)

4. Masks and protective eyewear must be readily available and are required when there is a risk of splash and/or spray with blood or body substances onto mucous membranes of the eye or mouth. A coughing consumer should be asked to cough into a tissue or use a facemask if unable to cough into a tissue.
5. Protective CPR shield will be readily available at each site and located with First Aid equipment.

B. Handling of Soiled Articles and Equipment

1. a. Laboratory specimens

Laboratory specimens will be labeled and placed in sealed plastic bags marked with international biohazard symbol. They will be kept in laboratory refrigerator or a designated lab box until picked up by laboratory personnel.

b. Sharps

Rigid Sharps Disposal Containers are used to dispose of used syringes, broken vials, or other potentially injurious sharp items. When the container is $\frac{3}{4}$ full, it will be sealed and disposed of according to the policy for biohazardous waste.

c. Reusable items

Reusable articles will be cleaned and disinfected according to the Cleaning and Disinfection Procedure located in the Infection Control Manual (Policy 2506).

d. Trash

1. Trash and disposable articles are bagged to prevent leakage. Personnel handling trash will wear gloves and hold bags away from body during transport.
2. All receptacles intended for reuse that have a reasonable likelihood of becoming contaminated with blood or other infectious materials shall be inspected, cleaned, and decontaminated as necessary.

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PROCEDURE (CONTINUED)

C. Minimizing Environmental Contamination

1. All procedures involving blood or other potentially infectious material shall be performed in such a manner as to minimize splashing, spattering, spraying, and generating droplets.
2. Blood and body substance spills will be promptly cleaned up by gloved personnel using the Blood Spill Kit. Potentially contaminated broken glassware will be picked up by mechanical means such as a dustpan and scraper and disposed of in a Rigid Sharps Disposal Container.
3. Equipment contaminated with blood or other infectious materials must be cleaned and decontaminated:
 - a. After completion of medical procedures;
 - b. Immediately or as soon as feasible when surfaces are overtly contaminated;
 - c. At the end of the work shift if the surface may have been contaminated during the shift.
4. Equipment contaminated with blood or other infectious material must be decontaminated prior to servicing or shipping. If decontamination is not possible, a biohazard label must be placed on the equipment identifying contaminated areas.
5. Clean/dirty work flow

Do not bring dirty items into clean areas. Do not eat or drink in dirty areas. Following are definitions of clean and dirty areas.

- a. Clean areas are:
 1. Employee lunch or break rooms;
 2. Offices;
 3. Clean utility rooms/storage areas;
 4. Chart rooms.
- b. Dirty areas are:
 1. Utility rooms (combined clean and dirty, or dirty);
 2. Laboratories;
 3. Procedure rooms;
 4. Exam rooms;
 5. Areas where specimens are collected, held, or transported;
 6. Tables/refrigerators for holding specimens before transport to lab.

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PROCEDURE (CONTINUED)

C. Minimizing Environmental Contamination (Continued)

c. Practices

1. Remove personal protective equipment (i.e., gloves, gowns or coats and face protection) and wash hands before entering a clean area.
2. Keep appliances used for food such as refrigerators, coffee pots, microwaves, and toaster ovens in a clean area.
3. Store dishes, utensils, and food in a clean area.
4. Conduct eating and drinking breaks and celebrations such as birthday parties and potlucks in break rooms.
5. Drinking beverages in work areas is acceptable if dirty equipment and specimens do not enter that area.
6. Apply lipstick and makeup and handle contact lenses in a clean area. Always wash hands before these activities.
7. Label specimens immediately after collection, before consumer leaves your presence. Collect, bag and hold collection for transport in a dirty area.
8. Photocopy any page of a medical record or lab slip that is grossly contaminated with blood. Document the following on the copy:
"Copy of original due to contamination of original with blood."
Wash hands after handling blood-soiled documents.
6. Eating, drinking, smoking, applying cosmetics or lip balm and handling contact lenses will not be done in work areas when there is a reasonable likelihood of exposure to blood or other potentially infectious materials.
7. Food and drink shall not be kept in refrigerators, freezers, shelves, or cabinets or on counter tops or bench tops where blood or other potentially infectious materials are present.

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PROCEDURE (CONTINUED)

D. Consumer Teaching

It is appropriate for consumers to be informed that their body substances may harbor infectious agents that require agency staff to use body substance precautions including hand washing before direct contact. Hand washing and good personal hygiene should be emphasized to consumers for their protection and the protection of others.

E. Respiratory Precautions

Respiratory precautions are used for diseases known to be spread by the airborne or droplet route. Some of the common ones include chicken pox, measles, mumps, German measles, whooping cough, and pulmonary Tuberculosis. If any of these are suspected, contact the County Health Department in your area for treatment guidelines.