

## **BLOOD BORNE PATHOGENS POST-EXPOSURE REPORTING AND FOLLOW UP**

If someone has been exposed to blood or body fluids contaminated with blood or think someone may have been exposed, immediately wash the exposed area with soap and water.

### **For Exposed Staff:**

1. Within 24 hours of the exposure you will notify the following people of the exposure
  - Building Principal
  - District Office (Sharry Ringmeier, ext: 315)
  - District Nurse
  
2. What District Staff will do?
  - Instruct employee to contact Medcor at 1-800-775-5866 for direction on next steps to seek medical attention within 24 hours.
  - Complete a Blood Borne Pathogen Incident Report found on the district website under Staff Resources/ Health Resources/ Blood Borne Pathogen Information/ BBP Incident Report.
  
3. What information should be brought to the clinic or emergency room?
  - A brief description of the incident
  - Any paperwork from Medcor, if applicable
  - Vaccination history including Hepatitis B, if available

### **For Exposed Student:**

1. In the event of a student exposure, notify those described in #1 above.
  
2. District Staff will do the following:
  - Notify parents of “exposed student” and notify “source student” on the same day as incident.
  - Keep students’ names confidential. While a child might inform the parents of the other person involved, we are bound by laws of confidentiality and can’t disclose this information.
  - Encourage medical attention within 24 hours. Inform parents that any exposure to another’s body fluids can present a risk of infection or disease.
  
3. A Blood Borne Pathogen Incident report is to be filled out by building principal, office staff, or school nurse. This is found on the district website under Staff Resources/ Health Resources/ Blood Borne Pathogen Information/ BBP Incident Report. Copy to parents. Original to building principal and district nurse to review.

No copy is to be kept in the student’s health record or cumulative school folder. Mark report CONFIDENTIAL and file separately with blood borne pathogen files at each building where incident occurred.