

## PLYMOUTH JOINT SCHOOL DISTRICT

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

If you have been exposed to blood or body fluids contaminated with blood or think they 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 incident:
  - Sara Stout RN (High School Ext. 1047) Lori Kaesermann RN (Riverview Ext. 2105) or Anne Nelson RN (Elementary Schools Ext. 4136).
  - Building principal
  - District Office staff, if the above are not available
2. What District Staff will do?
  - Remind employee to complete Employee Accident Report with building secretary
  - Instruct employee to seek medical attention at a physician's office, clinic or hospital within our PPO provider network within 24 hours from exposure.
  - Complete a Blood Borne Pathogen Incident Report found on the district website under Staff/ Health Info for Staff/ Blood Borne Pathogen Information/ BBP Incident Report.
3. What information should be brought to the clinic or emergency room?
  - Worker's Compensation Medical Treatment Request (from school secretary)
  - A brief description of the incident
  - Vaccination history including Hepatitis B

#### 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.
  - 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 school nurse or designee. This is found on the district website under Staff/ Health Info for Staff/ Blood Borne Pathogen Information/ BBP Incident Report. Copy to parents. Original to school nurse. 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 in the high school health room.