

**DIOCESE OF SPOKANE
ANNUAL BLOODBORNE PATHOGENS TRAINING REVIEW**

It is the policy of the Catholic Schools in the Diocese of Spokane to provide a safe environment for employees and students. As such, all Catholic school employees are required to know and follow "Universal Precautions" as described by the Center for Disease Control. Specific exposure control procedures which have been adopted and implemented in the Catholic Schools in the Diocese of Spokane are as follows:

All employees whose tasks may expose them to blood, body fluids, or other potentially infectious materials shall be provided with a copy of this Exposure Control Plan or shall have access to it and shall receive training as described herein.

This Exposure Control Plan has been adopted by the Catholic Schools in the Diocese of Spokane and shall be reviewed and updated at least annually. This plan shall also be reviewed and updated whenever the introduction of new or modified tasks or procedures warrant.

I have read and I understand the information provided.

A. EXPOSURE DETERMINATION

1. Category One: MUST WATCH REFRESHER TRAINING VIDEO

All employees in the following job classifications may have occupational exposure to bloodborne pathogens.

- A. First Aid Team (Principals, Vice-Principals, School Secretaries, Educare Directors, Educare Supervisors)
- B. Coaches and Assistants
- C. Custodians
- D. Bus Driver
- E. Preschool Teachers/Aides

Name: _____

Signature: _____ Date _____

2. Category Two: REVIEW Bloodborne Pathogens DOCUMENT

Some of the employees in the following job classifications could potentially be exposed to blood and/or body fluids in the performance of their duties resulting in an occupational exposure to bloodborne pathogens:

- A. All teachers
- B. Substitute teachers
- C. Bus drivers
- D. Staff playground mothers
- E. Special education teachers
- F. Preschool teachers
- G. Preschool aides
- H. Educare workers
- I. Educare Aides
- J. Development Directors
- K. Bookkeepers
- L. Librarians
- M. Cafeteria workers

Name: _____

Signature: _____ Date _____

- ♦ Bloodborne pathogens are infectious organisms which are carried in the blood or other body fluids.
- ♦ An exposure incident means a specific eye, mouth, other mucous membrane, non-intact skin, or parenteral (through the skin or mucous membrane) contact with blood or other potentially infectious body fluids that results from the performance of an employee's duties.
- ♦ In general, **the risk of infection due to contact with blood or other potentially infectious body fluids is VERY LOW** and depends on a variety of factors, including the type of body fluid involved and the type of contact made. Unbroken skin is an excellent barrier to infectious agents. However, to reduce any potential for risk of infection, **universal precautions should be used with all body fluids.**
- ♦ Universal precautions include wearing gloves when handling blood or body fluids, disposing of materials used to clean up blood or body fluids in plastic bags, disposing of used sharps in designated sharps containers, and **THOROUGHLY WASHING HANDS** after any encounter with blood or body fluids.
- ♦ Proper hand washing requires the use of soap and water and vigorous scrubbing under a stream of warm water for approximately 10 seconds. Soap suspends easily removable soil and microorganisms, allowing them to be washed off the skin. Running water carries away dirt and debris.
- ♦ Follow normal hygiene practices throughout the work day, including thorough and frequent washing of hands. Since open, uncovered wounds are the most direct route for infectious organisms to enter the body, keep cuts and open wounds covered with clean bandages at all times.
- ♦ If direct skin contact with blood / body fluids occurs, wash hands and other affected skin areas thoroughly with soap, friction, and running water as soon as feasible. If direct mucous membrane contact with blood / body fluids occurs, flush affected mucous membranes thoroughly with copious amounts of running water as soon as feasible. In the event of a human bite or puncture wound, encourage back-bleeding by applying pressure and milking the wound, as with a snakebite, then wash the area thoroughly with soap and running water.
- ♦ **If direct contact with contaminated blood / body fluids occurs, contact the school principal to report the direct contact as a possible exposure incident.**
- ♦ A detailed description of universal precautions can be found in the Diocesan Exposure Control Plan.