Summary: Bloodborne Pathogen Exposure Control Plan
Honolulu Community College - University of Hawai’i

Bloodborne pathogens are microorganisms presented in blood and body fluids that can cause diseases in humans. They can be transmitted through cuts or other breaks in the skin and through mucus membrane. The most common bloodborne pathogens are hepatitis B virus (HBV), hepatitis C virus (HCV) and human immunodeficiency virus (HIV).

The HonCC’s Bloodborne Pathogens Exposure Control Plan is in compliance with the Bloodborne Pathogens Standard, Hawaii Occupational Safety and Health, HRS 396, Title 12, Subtitle 8, Chapter 205.1 (29 CFR 1910.1030). The Plan describes how occupational and instructional exposures to biological agents, blood, or other potentially infectious materials (OPIM) can be eliminated or minimized.

A copy of the Plan is available at the Health & Safety Committee’s website: http://programs.honolulu.hawaii.edu/intranet/content/hsc-resources.

Employees covered by the Exposure Control Plan

The following classifications of employees have the potential to come in contact with blood or Other Potentially Infectious Material (OPIM).

<table>
<thead>
<tr>
<th>Work Unit</th>
<th>Job Classification</th>
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<tbody>
<tr>
<td>Operations &amp; Maintenance</td>
<td>Security Officer, Janitorial Staff, Maintenance and Repair Staff, Groundskeeping Staff, Janitor Supervisor, Maintenance Supervisor, Vice Chancellor of Administrative Services</td>
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<tr>
<td>Health Office</td>
<td>Health Nurse</td>
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<tr>
<td>Children’s Center at Honolulu, Leeward, and Kapiolani Community Colleges</td>
<td>Site Coordinator, Lab Instructor, Assistant Instructor, APT Staff, Student Assistant</td>
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<tr>
<td>Any</td>
<td>Faculty, APT Staff, Civil Service Staff, and Student Assistant who administer first-aid as HonCC’s designated first-aid performers</td>
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Universal Precautions

All human blood and certain human body fluids must be treated as infectious, regardless of the perceived status of the source individual. Universal precautions shall be used by all personnel to prevent contact with biological agents, blood or OPIM. Appropriate precautions to limit exposure include the use of engineering and work practice controls and personal protective equipment such as eye protection, gloves, masks, and gowns.

Personal Protective Equipment (PPE)

PPE, selected based on the type of anticipated exposure, must prevent biological agents, blood or OPIM from passing through or reach the user’s clothing, skin, eyes,
mouth, or other mucous membranes under normal conditions of use and for the duration of time that the protective equipment is used. At a minimum, gloves will be used whenever there is a reasonable anticipation of hand contact with biological agents, blood or OPIM. Contaminated PPE must be properly removed and disposed prior to leaving the work area.

**Housekeeping**

Work areas must be maintained in a clean and sanitary condition at all times. Spills of biological agents, blood or OPIM must be appropriately cleaned immediately or as soon as feasible. Use disinfectants such as those approved by the US Environmental Protection Agency (EPA) as a “hospital disinfectant” or registered as being effective against HIV.

**Hepatitis B Vaccine**

Hepatitis B vaccine is available at no cost to HonCC employees covered under the Exposure Control Plan. The vaccine is continued to be available without cost to any employee who initially declines the vaccination but requests the vaccine series at a later date.

**Exposure Incident Reporting, Evaluation, and Follow-up**

Any exposure incident (e.g., needle stick, mucous membrane or open wound contamination) must be promptly reported, investigated, and documented by the program liaison or instructor. The investigation report should be forwarded to the Vice Chancellor of Administrative Services. Post-exposure medical evaluation and follow-up are available immediately, at no cost, to any employee who has experienced an occupational exposure incident. Post-exposure evaluations and management must be confidential.

**Labels and Signs**

Biohazard labels are to be affixed to entry doorway, containers, refrigerators/freezers, storage areas containing biological agents, blood materials, OPIM. Red bags or red sharps containers may substitute for labels.

**Information and Training**

Employees covered under the Exposure Control Plan must be trained within ten days of the initial assignment where occupational exposure may occur, and the training shall be updated every twelve months. Training records shall be maintained for three years from the date of training.

**Recordkeeping**

Confidential medical records are kept for all employees with occupational exposure for the duration of employment plus 30 years. The information in these files related to exposure will not be disclosed or reported without the involved individual’s written consent except as required by law.