

## Bloodborne Pathogens Written Exposure Control Plan Checklist

1. Exposure determination (c) (2)
  - ❖ List of all job classifications with potential for exposure without regard for PPE
  - Who has potential exposure to blood or other body fluids?
  - What tasks or procedures may create an exposure?
  - What are the potential routes of exposure?

**Exposure Incident** means a specific eye, mouth, other mucous membrane, non-intact skin, or parenteral contact with blood or other potentially infectious materials that results from the performance of an employee's duties.
2. Schedule and method of implementation for Methods of Compliance (d)
  - ❖ Universal Precautions
  - ❖ Engineering and Work Practice Controls
  - ❖ Methods for dealing with handwashing, contaminated needles, eating etc.
  - ❖ Methods for ensuring employees are trained and will comply
  - ❖ Provision of PPE
3. Schedule and methods for implementation of Hepatitis B Vaccination and Post-Exposure Evaluation and Follow up (f)
  - ❖ Make vaccine available to all employees who have occupational exposure
  - ❖ Make post exposure evaluation and follow up available to all employees who have an exposure incident at no cost to the employee
  - ❖ Make vaccination available after training and within 10 working days of initial assignment
4. The procedure for evaluation of circumstances surrounding exposure incidents as required by paragraph (f) (3) (i)
  - ❖ Documentation of the routes of exposure, and the circumstances under which the exposure incident occurred
  - ❖ Identification and documentation of the source individual
  - ❖ Testing of the source individual's blood as soon as feasible and after consent is obtained from source to test for HBV and HIV unless already known to be infected.
  - ❖ Results of the source individual's testing shall be made available to the exposed employee
5. Information and Training (g)(2) Initial, Annual, and when there are changes
  - ❖ Accessible copy of the std and an explanation of it's contents
  - ❖ General explanation of epidemiology and symptoms of BB diseases
  - ❖ Explanation of modes of transmission
  - ❖ Explanation of plan and where he can get a copy
  - ❖ Explanation of appropriate methods for recognizing tasks or activities that may involve exposure
  - ❖ Explanation of the use and limitations of methods that will prevent or reduce exposure
  - ❖ Information on types, use, location, removal, handling, decontam. And disposal of PPE
  - ❖ Explanation of the basis for selection of PPE
  - ❖ Information on hepatitis B vaccine
  - ❖ Information on appropriate actions to take and persons to contact in an emergency involving blood
  - ❖ Explanation of procedure to follow if an incident occurs, how to report, etc.
  - ❖ Information on post exposure evaluation and follow up
  - ❖ Explanation of signs and labels and color coding
  - ❖ Opportunity for questions and answers with trainer
6. Ensure that a copy of the Exposure Control Plan is accessible to employees
7. Recordkeeping:
  - Medical- (maintain for duration of employment +30 years)
    - Name and SS# of employee
    - Copy of hep B vacc. Status, dates of all vacc. And any relevant med. Records
    - Copy of all examinations results, med. Testing, and follow up procedures
    - Copy of health care professional's written opinion
    - Copy of info provided to health care prof.
  - Training- (maintain for 3 years)
    - Dates of training sessions
    - Contents or summary of the training sessions
    - Names and qualifications of persons conducting training
    - Names and job titles of all persons attending training sessions
  - Sharps Log – 5 years
    - Type and brand of device
    - Work area
    - Explanation of how incident occurred

Document annual consideration and implementation of safer medical devices and employee input in consideration
8. Annually review Plan and update whenever necessary. This review will include changes in technology and solicit input from non managerial employees who care directly for patients