



Key Technology, Inc.

BLOODBORNE PATHOGENS

EXPOSURE CONTROL PLAN

(NON-MEDICAL FACILITY)

JUNE 2014



BLOODBORNE PATHOGEN EXPOSURE CONTROL PLAN (Non-Medical Facility)

Purpose

In accordance with the OSHA Bloodborne Pathogens Standard, 1910.1030, the following exposure control plan has been developed.

The Bloodborne Pathogens Exposure Program has been created to reduce occupational exposure to bloodborne pathogens. This plan will be reviewed and updated annually by the Key Safety Officer.

Exposure Determination

Designated employees that may come into contact with human blood or **Other Potentially Infectious Materials (OPIM):**

1. Safety Officer
2. First Aid Responders
3. Managers/Supervisors

Methods of Compliance

Universal Precautions will be utilized in the handling of all human blood and OPIM's.

Engineering Controls

Hand sinks are located in all departments and are readily accessible to all employees who have potential for exposure.

Employees will be instructed to wash their hands and any other exposed skin with soap and hot water immediately, or as soon as possible after contact with blood or OPIM, for 15 seconds, in a manner that causes friction on both inner and outer surfaces of the hands.

Employees will be provided with germicidal cleaning solution and germicidal wipes when hand washing is not feasible. However, hand washing must still take place as soon as possible after exposure.

If professional medical attention is required, a local ambulance will be the first choice, a personal car will be the second. If a personal car is taken, impervious material should be used to prevent contamination of the vehicle.

New employees or employee being transferred to other sections will receive training about any potential exposure from the department supervisor and safety officer.



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Disposal of Contaminated Items and Communication of Hazard

Employees must:

- Use a germicidal solution or bleach to disinfect any blood or OPIM.
- Apply the germicidal solution or bleach with single-use gloves and allow to sit for 15 minutes.
- Place any single-use gloves that have been contaminated in a biohazard garbage bag. **DO NOT** put any biohazard contaminated materials or bags into the garbage. Regulated waste should be placed in appropriate containers, label and dispose of in accordance with applicable state, federal and local laws.

Employees will be warned of biohazard bags by labels attached to the disposal bags. Labels used will be orange-red and marked with the work *BIOHAZARD* or the biohazard symbol.

Housekeeping

Maintaining work areas in a clean and sanitary condition is an important part of the Key Technology Bloodborne Pathogens Compliance Program. Employees must decontaminate working surfaces and equipment with an appropriate disinfectant after completing procedures involving blood or OPIM. All equipment, floor surfaces, and work surfaces shall be decontaminated immediately or as soon as feasible after contamination.

- a) Employees must clean and disinfect when surfaces become contaminated and after any spill of blood or OPIM.
- b) Employees will use a germicidal solution (use according to product label) or one part bleach to ten parts water for cleaning and disinfecting.
- c) Working surfaces and equipment will be routinely cleaned, disinfected and maintain.
- d) Potentially contaminated broken glass will be picked up using mechanical means, such as dustpan and brush, tongs, etc.
- e) Key Technology uses universal precautions for handling of all soiled laundry. Laundry contaminated with blood or OPIM will be handled as little as possible.
- f) Employees who handle contaminated laundry will utilize personal protective equipment to prevent contact with blood or OPIM from coming into contact skin or street clothes.
- g) Contaminated clothing will remain on the premises, or sent directly to a laundry facility for cleaning. Employees will be given the option of reimbursement for the cost of contaminated clothing and the clothing will be disposed



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Personal Protective Equipment

All personal protective equipment used at this facility will be provided without cost to employees. Personal protective equipment will be chosen based on the anticipated exposure to blood or OPIM. The protective equipment will be considered appropriate only if it does not permit blood or OPIM to pass through or reach the employees' clothing, skin, eyes, mouth, or other mucous membranes under normal conditions of use. All bloodborne pathogens PPE and cleaning/contamination products are kept in the manufacturing First Aid Room.

Hepatitis B Vaccination and Post-Exposure Evaluation and Follow-Up

At no cost to the employee(s), Key Technology shall make available within 10 days of possible exposure, the Hepatitis B vaccine and vaccination series to all employees who have occupational exposure.

An exposure incident is any contact of blood or OPIM's with non-intact skin or mucous membranes. Any employee having an exposure incident shall contact their supervisor and the safety officer.

All employees who have an exposure incident will be offered a confidential post-exposure evaluation and follow-up in accordance with the OSHA standard. This includes a visit to a physician selected by the employer. The health care professional's written opinion will be provided to the employee within 15 days of the evaluation.

Training

Training is provided at the time of initial assignment and annually to all employees.

The training topics will cover the following:

- A copy of the standard and an explanation of its contents.
- A discussion of the epidemiology and symptoms of bloodborne diseases.
- An explanation of the modes of transmission of bloodborne pathogens.
- An explanation of the Key Technology Bloodborne Pathogen Exposure Control Plan, and a method for obtaining a copy.
- The recognition of tasks that may involve exposure.
- An explanation of the use and limitations of methods to reduce exposure, for example engineering controls, work practices and personal protective equipment.

Recordkeeping

Medical records shall be maintained in accordance with OSHA Standards. These records shall be kept confidential, and must be maintained for at least the duration of employment plus 30 years.