

# **Hobart and William Smith Colleges**

**Geneva, New York**

## **Bloodborne Pathogens Program**

**Copies of the Bloodborne Pathogens Program:**

1. Human Resources Office
2. Campus Safety Office
3. Electronic Version (HWS HR website)

Last Date Reviewed: 3/11/20
Reviewed By: Stephen Valentine, CIH (Partners)

## **Purpose:**

The purpose of the Bloodborne Pathogens Program (further referred to as the program) at Hobart and William Smith Colleges (further referred to as HWS or the colleges) is to ensure controls are in place to prevent faculty, staff and student worker exposure to blood or other potentially infectious materials (OPIM) that may be encountered during activities (i.e., Hubbs staff, EMS team, Campus Safety, first aid/CPR personnel, etc.) at the colleges. The target bloodborne diseases associated with the program are HIV/AIDS and Hepatitis B virus (HBV).

The program provides personnel with bloodborne pathogens controls through policies and procedures regarding:

- Exposure determination.
- Exposure control procedures.
- Medical consultation.
- Hepatitis B vaccination.
- Personnel training.

## **Program Definitions:**

*Bloodborne Pathogens* – Pathogenic microorganisms that are present in human blood or OPIM and can cause disease in humans. These pathogens include, but are not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV).

*Exposure Incident* – 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 one's duties.

*Good Samaritan* – A person who voluntarily chooses to help another who is injured or ill. At HWS, this could include faculty, staff and/or student workers, but excludes those that apply to this program and provide first aid/CPR as part of their job duty.

*Occupational Exposure* – Reasonably anticipated skin, eye, mucous membrane, or parenteral contact with blood or other potentially infectious materials that may result from the performance of an employee's duties.

*Other Potentially Infectious Materials (OPIM)* –

1. The following human body fluids: semen, vaginal secretions, cerebrospinal fluid, synovial fluid, pleural fluid, pericardial fluid, peritoneal fluid, amniotic fluid, saliva in dental procedures, any body fluid that is visibly contaminated with blood, and all body fluids in situations where it is difficult or impossible to differentiate between body fluids.
2. Any unfixed tissue or organ (other than intact skin) from a human (living or dead).

3. HIV-containing cell or tissue cultures, organ cultures, and HIV- or HBV-containing culture medium or other solutions; and blood, organs, or other tissues infected with HIV or HBV.

*Universal Precautions* – An approach to infection control. According to the concept of universal precautions, all human blood and certain human body fluids are treated as if known to be infectious for HIV, HBV or other bloodborne pathogens.

**Program Applicability:**

1. OSHA Bloodborne Pathogens Standard – 29 CFR 1910.1030.
2. The following job tasks at HWS are considered to have occupational exposure to blood or OPIM as part of their job duties. Faculty, staff and student workers conducting these activities will participate in the program:
  - Emergency Medical Service (EMS) Team Members.
  - Finger Lakes Health Center (only HWS employees).
  - Campus Safety employees.
  - And other trained in first aid/CPR/AED.
3. This biology department does work with biohazard materials (i.e., animal tissue), but does not work with human tissue or any tissue with HIV, HBV or other bloodborne pathogens. Biology is not part of this program, but will certainly follow their own biohazard policies for working with these materials.
4. Buildings and Grounds (contracted janitorial services) are required to comply with their own Bloodborne Pathogens Program in accordance with the OSHA standard.
5. Although not regulated by OSHA or this program, HWS faculty, staff and/or student workers acting as a Good Samaritan should still follow the program procedures defined in this program, such as universal precautions and use of personal protective equipment.

**Program Responsibilities:**

1. The **Office of the President (Provost)** will:
  - Support the policies and procedures of the program.
  - Designate appropriate resources (i.e., funds, personnel, etc.) for the implementation of the program.
  - Assign responsibilities and authority to designated personnel to implement and maintain the program.
2. The **EHS Coordinator** will:

- Oversee the policies and procedures of the program.
- Provide knowledge and support to the colleges on the program.
- Facilitate faculty/staff/student worker training.
- Continually evaluate and improve overall compliance with the program.
- Coordinate an annual review of the program.

3. The **Director of Human Resources** will:

- Coordinate OSHA recordkeeping.
- Coordinate the Hepatitis B Vaccine.
- Maintain records of training and vaccine status (confidential).
- Coordinate all exposure and post exposure medical consultation for exposed personnel.
- Maintain documentation of any needlestick/sharps injuries for record on the OSHA 300 log.

4. The **EMS Team, Hubbs Health Center, Campus Safety and First Aid/CPR/AED training personnel** will:

- Understand and follow the requirements of the program.
- Follow established practices to control exposure to bloodborne pathogens.
- Participate in safety training.
- Participate in the Hepatitis B Vaccine program, if desired.
- Immediately report any potential exposure incident to your supervisor and Human Resources **and** report to Geneva General Hospital for appropriate medical treatment and/or consultation.

5. **Finger Lake Health Center** will:

- Properly store and dispose of any biohazard waste.

6. Any **Good Samaritan** will (although not part of this program):

- Follow universal precautions and use appropriate personal protective equipment when providing assistance.
- Immediately report any potential exposure incident.

**Bloodborne Pathogens Procedures:**

***Bloodborne Pathogens Exposure Prevention:***

1. Universal precautions shall be followed at all times regarding exposure to blood or other potentially infectious materials. That is, all blood and body fluids should be treated as potentially infectious material.

2. Guidelines have been established to eliminate and/or reduce the risk of bloodborne pathogen exposure. The following guidelines shall be implemented:
  - When feasible, standard operating procedures shall be established to eliminate and/or minimize exposure to human blood, body fluid or other infectious material associated with any job task.
  - When providing first aid and/or CPR, follow these rules:
    - a. Wear latex rubber/nitrile gloves at all times. Change your gloves immediately if there is any breach in glove integrity (i.e., cut, hole, etc.). Wash your hands with antibacterial soap and water after removing your gloves.
    - b. Wear safety goggles, face shield, protective apron, face mask or similar protective equipment, where there is the potential for blood or other materials to splash on your body.
    - c. Use a CPR mask equipped with one way valve if providing CPR.
    - d. Remove blood or OPIM stained clothing or materials as soon as possible following assistance. Wash these areas of your body with antibacterial soap and water as soon as possible.
    - e. In the event of an exposure incident (i.e., blood or OPIM in your eyes, mouth, nose or open wounds, etc.), wash the area immediately and report the exposure to your supervisor and Human Resources **and** report to Geneva General Hospital for appropriate medical treatment and/or consultation.
3. The following supplies and equipment will be made available all faculty, staff and student workers participating in this program:
  - Latex rubber/nitrile gloves.
  - Safety goggles, face shield, protective apron, face mask or similar protective equipment, as needed.
  - One-way CPR mask.
  - Antibacterial/Cleaning solution or wipes.
  - Red biohazard bags.
  - Sharps containers (Hubbs Health Center).
4. Personnel responsible for or required to clean up blood or OPIM following an incident or service will use a commercial disinfecting cleaning solutions or 10:1 (water/bleach) solution to clean the surface.
5. All medical waste or blood/OPIM contaminated materials will be disposed in red biohazard bags, with all sharps in rigid and enclosed containers. Biohazard waste will be managed at the Hubbs Health Center in a designated location. All biohazard waste will be disposed of in accordance with regulatory requirements, currently a contracted services.

### ***Hepatitis B Vaccination:***

1. All faculty, staff and student workers participating in this program will be offered the Hepatitis B vaccine and vaccination series prior to potential exposure. Information about the vaccine is attached at the end of this program.
2. If the program participant declines the vaccination, they are required to sign the Hepatitis B Declination Form, which is also attached at the end of this program.
3. Program participants who initially decline the vaccination and later decides to receive the vaccine will be permitted to still receive the vaccine at that time.
4. Program participants who may already have the vaccine can provide documentation of the vaccine to HWS for records.
5. Documentation of the vaccine will be maintained confidential within Human Resources.

### ***Post-Exposure Evaluation and Followup:***

1. In the event an exposure incident (i.e., blood or OPIM in your eyes, mouth, nose or open wounds, etc.) for a program participant, the following actions should be followed:
  - Wash the exposed area immediately with soap (if appropriate) and water.
  - Report the incident immediately to your supervisor and Human Resources **and** obtain medical attention immediately (Geneva General Hospital).
  - Complete an incident report with Human Resources.
  - The exposed program participant will be offered immunization, vaccines and the appropriate counseling/treatment in accordance with the OSHA standard within 24 hours as deemed appropriate by a licensed physician or health care professional.
  - All medical services and consultation will remain confidential, including entry on the OSHA 300 log.
2. Records of the incident and maintained by the Human Resources shall include at least the following:
  - Timeline of the incident.
  - Routes of exposure and how exposure occurred.
  - Source of the blood and OPIM.
  - Steps taken after exposure.
  - Further evaluation by medical personnel.

3. A physician or health care professional's written opinion must be completed within 15 days of the evaluation with specific information of the Hepatitis B vaccine status and any further recommendations.
4. The exposed program participant will be provided with the appropriate medical services and follow up as dictated by the licensed physician or health care professional and the OSHA Standard.
5. Following an exposure incident, an investigation will be conducted to determine the circumstances resulting in the incident. Procedures within this program will be updated, as feasible, to prevent exposure in the future.
6. All exposure incidents must be recorded on the OSHA 300 log (entered as confidential). Additionally, any needlestick injuries must be maintained on a separate needlestick log (maintained by Human Resources).

### **Information and Training:**

1. All faculty, staff and student workers participating in this program will be provided with information and training on bloodborne pathogens. Training will be conducted:
  - At the time of their initial job assignment.
  - Annually for all program participants.
  - As deemed appropriate to ensure the continued effectiveness of the program.
2. Bloodborne Pathogens training includes the following topics:
  - Requirements of the OSHA Bloodborne Pathogens Standard.
  - Understanding of bloodborne pathogens and exposure to bloodborne pathogens.
  - Discussion on the HWS Bloodborne Pathogens Program and accessibility.
  - Methods to control exposure to bloodborne pathogens.
  - Description of the HBV vaccination series.
  - Exposure incidents and post-exposure evaluation.
  - Questions and answer session.

### **Program Evaluation:**

1. The EHS Coordinator will review the Bloodborne Pathogen Program on an annual basis to ensure the continued effectiveness of the policy and procedures.
2. The program will be updated, as needed, to address any deficiencies and to reflect any changes in the implementation of the program.

## **HEPATITIS B VACCINE INFORMATION**



## VACCINE INFORMATION STATEMENT

# Hepatitis B Vaccine

## What You Need to Know

Many Vaccine Information Statements are available in Spanish and other languages. See [www.immunize.org/via](http://www.immunize.org/via)

Hojas de información sobre vacunas están disponibles en español y en muchos otros idiomas. Visite [www.immunize.org/via](http://www.immunize.org/via)

### 1 Why get vaccinated?

Hepatitis B is a serious disease that affects the liver. It is caused by the hepatitis B virus. Hepatitis B can cause mild illness lasting a few weeks, or it can lead to a serious, lifelong illness.

Hepatitis B virus infection can be either acute or chronic.

**Acute hepatitis B virus infection** is a short-term illness that occurs within the first 6 months after someone is exposed to the hepatitis B virus. This can lead to:

- fever, fatigue, loss of appetite, nausea, and/or vomiting
- jaundice (yellow skin or eyes, dark urine, clay-colored bowel movements)
- pain in muscles, joints, and stomach

**Chronic hepatitis B virus infection** is a long-term illness that occurs when the hepatitis B virus remains in a person's body. Most people who go on to develop chronic hepatitis B do not have symptoms, but it is still very serious and can lead to:

- liver damage (cirrhosis)
- liver cancer
- death

Chronically-infected people can spread hepatitis B virus to others, even if they do not feel or look sick themselves. Up to 1.4 million people in the United States may have chronic hepatitis B infection. About 90% of infants who get hepatitis B become chronically infected and about 1 out of 4 of them dies.

Hepatitis B is spread when blood, semen, or other body fluid infected with the Hepatitis B virus enters the body of a person who is not infected. People can become infected with the virus through:

- Birth (a baby whose mother is infected can be infected at or after birth)
- Sharing items such as razors or toothbrushes with an infected person
- Contact with the blood or open sores of an infected person
- Sex with an infected partner
- Sharing needles, syringes, or other drug-injection equipment
- Exposure to blood from needlesticks or other sharp instruments

Each year about 2,000 people in the United States die from hepatitis B-related liver disease.

**Hepatitis B vaccine** can prevent hepatitis B and its consequences, including liver cancer and cirrhosis.

### 2 Hepatitis B vaccine

Hepatitis B vaccine is made from parts of the hepatitis B virus. It cannot cause hepatitis B infection. The vaccine is usually given as 3 or 4 shots over a 6-month period.

**Infants** should get their first dose of hepatitis B vaccine at birth and will usually complete the series at 6 months of age.

**All children and adolescents** younger than 19 years of age who have not yet gotten the vaccine should also be vaccinated.

Hepatitis B vaccine is recommended for unvaccinated **adults** who are at risk for hepatitis B virus infection, including:

- People whose sex partners have hepatitis B
- Sexually active persons who are not in a long-term monogamous relationship
- Persons seeking evaluation or treatment for a sexually transmitted disease
- Men who have sexual contact with other men
- People who share needles, syringes, or other drug-injection equipment
- People who have household contact with someone infected with the hepatitis B virus
- Health care and public safety workers at risk for exposure to blood or body fluids
- Residents and staff of facilities for developmentally disabled persons
- Persons in correctional facilities
- Victims of sexual assault or abuse
- Travelers to regions with increased rates of hepatitis B
- People with chronic liver disease, kidney disease, HIV infection, or diabetes
- Anyone who wants to be protected from hepatitis B

There are no known risks to getting hepatitis B vaccine at the same time as other vaccines.



U.S. Department of  
Health and Human Services  
Centers for Disease  
Control and Prevention

**3****Some people should not get this vaccine**

Tell the person who is giving the vaccine:

- **If the person getting the vaccine has any severe, life-threatening allergies.**  
If you ever had a life-threatening allergic reaction after a dose of hepatitis B vaccine, or have a severe allergy to any part of this vaccine, you may be advised not to get vaccinated. Ask your health care provider if you want information about vaccine components.
- **If the person getting the vaccine is not feeling well.**  
If you have a mild illness, such as a cold, you can probably get the vaccine today. If you are moderately or severely ill, you should probably wait until you recover. Your doctor can advise you.

**4****Risks of a vaccine reaction**

With any medicine, including vaccines, there is a chance of side effects. These are usually mild and go away on their own, but serious reactions are also possible.

Most people who get hepatitis B vaccine do not have any problems with it.

**Minor problems** following hepatitis B vaccine include:

- soreness where the shot was given
- temperature of 99.9°F or higher

If these problems occur, they usually begin soon after the shot and last 1 or 2 days.

Your doctor can tell you more about these reactions.

**Other problems that could happen after this vaccine:**

- People sometimes faint after a medical procedure, including vaccination. Sitting or lying down for about 15 minutes can help prevent fainting and injuries caused by a fall. Tell your provider if you feel dizzy, or have vision changes or ringing in the ears.
- Some people get shoulder pain that can be more severe and longer-lasting than the more routine soreness that can follow injections. This happens very rarely.
- Any medication can cause a severe allergic reaction. Such reactions from a vaccine are very rare, estimated at about 1 in a million doses, and would happen within a few minutes to a few hours after the vaccination.

As with any medicine, there is a very remote chance of a vaccine causing a serious injury or death.

The safety of vaccines is always being monitored. For more information, visit: [www.cdc.gov/vaccinesafety/](http://www.cdc.gov/vaccinesafety/)

**5****What if there is a serious problem?**

**What should I look for?**

- Look for anything that concerns you, such as signs of a severe allergic reaction, very high fever, or unusual behavior.

Signs of a **severe allergic reaction** can include hives, swelling of the face and throat, difficulty breathing, a fast heartbeat, dizziness, and weakness. These would start a few minutes to a few hours after the vaccination.

**What should I do?**

- If you think it is a **severe allergic reaction** or other emergency that can't wait, call 9-1-1 or get to the nearest hospital. Otherwise, call your clinic.

Afterward, the reaction should be reported to the Vaccine Adverse Event Reporting System (VAERS). Your doctor should file this report, or you can do it yourself through the VAERS web site at [www.vaers.hhs.gov](http://www.vaers.hhs.gov), or by calling 1-800-822-7967.

*VAERS does not give medical advice.*

**6****The National Vaccine Injury Compensation Program**

The National Vaccine Injury Compensation Program (VICP) is a federal program that was created to compensate people who may have been injured by certain vaccines.

Persons who believe they may have been injured by a vaccine can learn about the program and about filing a claim by calling 1-800-338-2382 or visiting the VICP website at [www.hrsa.gov/vaccinecompensation](http://www.hrsa.gov/vaccinecompensation). There is a time limit to file a claim for compensation.

**7****How can I learn more?**

- Ask your healthcare provider. He or she can give you the vaccine package insert or suggest other sources of information.
- Call your local or state health department.
- Contact the Centers for Disease Control and Prevention (CDC):
  - Call 1-800-232-4636 (1-800-CDC-INFO) or
  - Visit CDC's website at [www.cdc.gov/vaccines](http://www.cdc.gov/vaccines)

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Vaccine Information Statement  
**Hepatitis B Vaccine**

7/20/2016

42 U.S.C. § 300aa-26

Office Use Only



**HEPATITIS B DECLINATION FORM**

## **Hobart and William Smith Colleges Hepatitis B Declination Form**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

- I would like to receive the Hepatitis B vaccination.
- I already received the Hepatitis B vaccination.
- I decline to receive the Hepatitis B vaccination (please read below).

I understand that due to my occupational exposure to blood or other potentially infectious materials I may be at risk of acquiring hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with hepatitis B vaccine, at no charge to myself. However, I decline hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with hepatitis B vaccine, I can receive the vaccination series at no charge to me.

Keep a copy of this form for your Department records and send a copy to Human Resources.

**EXPOSURE INCIDENT FLOW CHART**

## Exposure Incident Flow Chart

