



1725 Shomaker Drive Murphysboro, IL 62966
Tel. (618)-684-2109 Fax (618)-687-1638

www.tcse.us
C.W. "Chuck" Hamilton, Director

TRI-COUNTY SPECIAL EDUCATION BLOOD BORNE PATHOGENS EXPOSURE POLICY FOR STAFF

Staff

1. Wash the exposed area immediately with soap and water using friction and washing thoroughly. If exposed occurred in the eyes, nose or mouth, rinse with large amounts of water or saline irrigation. (Supervise and assist student as needed)
2. **NOTIFY SCHOOL NURSE AND SUPERVISOR AS SOON AS POSSIBLE AFTER THE INCIDENT.**
3. **FILL OUT STUDENT INCIDENT/INJURY REPORT.**
4. School nurse will FAX the "Exposure Incident Form" to be filled out by teacher and returned to school nurse as soon as possible with regular student incident/injury report.
5. Employee will need to go the Emergency Room or other designated medical provider for immediate treatment. If injury is serious, the employee will need another staff person, family member, or ambulance to transport to the medical provider. It is very helpful to have pertinent medical information and current immunization records (i.e. Hepatitis B and Tetanus vaccines)
6. School nurse will FAX "Exposed Individual" form letter for the Medical Provider asking them to perform an evaluation of the employee to determine if the student is at risk for an infection or requires follow-up medical care. An "Exposure Follow-Up Record" will be sent by the school nurse to be filled out by the medical provider listing what treatment was completed (i.e. blood tests, immunizations, medications, medical counseling and follow-up.) A copy of this completed form should be returned to the school nurse to keep in the employee's file.
7. If source person (person who is source of blood) is known, a "Source Individual" form letter will be sent to this person or their parents (if source person is another student.) This letter should be taken to their medical provider asking them to perform an evaluation of the source person (i.e. blood testing) to determine whether student who was exposed would be as risk for infection. A "Documentation and Identification of Source Individual" form will be sent along with the letter to be taken to the medical provider. The results of the source individual's blood testing will be confidential among medical providers. **EMPLOYEE'S SHOULD NOT GIVE ANY PERSONAL INSURANCE INFORMATION.** Workman's Compensation will cover the costs of any medical care.