

## **Bloodborne Pathogen Control Plan**

### **I. Exposure Control Plan**

Posted - in the employee handbook

Review Yearly - After reviewing in the employee handbook, the employee will sign the slip and return it to the appropriate campus office.

### **II. Risk Evaluation --Who?**

Nurses

Life-skills -Self Contained (Teachers/Aides)

Custodians

Full Time Campus Secretarial Office Staff

Coaches/ Athletic Trainer

### **III. Training-Annual**

- All Staff--- Universal Precautions video will be viewed on each campus at a faculty/staff meeting. The nurse will be available to answer any questions.
- Greater risk employees--- Universal Precautions and Bloodborne Pathogens video will be viewed on each campus at a faculty/staff meeting. The nurse will be available to answer any questions.
- Each Department Head is responsible for ensuring employee compliance with viewing of videos.
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### **VI. Document/ Record Keeping**

- Documentation of the training will be kept in a binder at central office. After the employee has signed in at the faculty/staff meeting the sign in sheet will go into the binder.

- Documentation of the completed HBV series will be kept in the central administration office personnel file.

#### **V. Vaccination**

- Vaccine will be purchased through a Federal Grant from SmithKline Beecham Pharmaceuticals. The school nurses will administer the Hepatitis B vaccine to designated high-risk employees. The vaccine is to be paid for by Bellville I. S. D. The dosing schedule is 0, one month and four months.
- Employees who decline the vaccination are responsible for signing the declination form, which will be filed in the personnel file at the central office.
- Each designated Department Head is responsible for notifying the school nurse of new employee hires for HBV administration.
- Each employee will be given a personal record of the completed HBV series.