

Policy for Prevention of Infectious Diseases
Spread by Body Fluids

In the light of nationwide concerns about AIDS, problems with Hepatitis B in certain areas in New York State, and other infectious diseases spread in a like manner, we propose the following policy for prevention of infectious diseases which may be transmitted by body fluids. The policy deals with exposure to body fluids and disposal of medical wastes including protective gloves and sharps (needles).

Nurses and those working in nurses' offices

-Disposable gloves are provided by the district and will be used when there is a possibility of coming into contact with any other person's body fluids – including blood, urine, excrement, vomit, etc.

-Protective gloves should be worn whenever there is a possibility of coming into contact with body fluids. They should also be worn during physical examinations, when checking heads for head lice, etc.

-Plastic bags are supplied for the disposal of these gloves after they have been used. The bag should be clearly marked "Health office medical waste" and taken to the janitor who will have a container with a tight-fitting cover which is clearly marked.

-Sharps, unused sharps to be discarded, and pipettes should be placed in the clearly marked metal can provided and taken to the janitor for disposal at least weekly.

-Culture plates should be placed in a sealed plastic bag and taken to the janitor for disposal at least weekly.

-All blood-soaked materials are to be disposed of in the plastic bags provided, clearly marked "Health office medical waste", sealed, and taken to the janitor.

Coaches

-Each first aid kit is provided with disposable protective gloves and plastic bag for disposal of used gloves and other waste materials. These are to be worn by anyone treating any athlete who may come in contact with any body fluids – including blood, urine, excrement, vomit, etc. – of the person being treated. Once used, the gloves and any other material that has come in contact with any body fluids are to be placed in the plastic bag provided, sealed, and clearly marked, "Athletic department medical waste." They will then be taken to the custodian's office for proper disposal of medical waste.

-It is the responsibility of the person using the gloves and plastic bag to see that they are replaced in the first aid kit. This is very important!!

-All material that has come into contact with the body fluids of any athlete, or any other person, is to be disposed of or, in the case of equipment, cleaned thoroughly with chlorine bleach solution that has been diluted with 100 parts of water. This solution will be available from the custodial department.

Custodians

-A supply of gloves and plastic bags for disposal will be kept in janitors' closets. When called upon to clean up any accident in which you may come into contact with body fluids of another person, gloves should be used. After completing the cleanup, gloves and the material collected should be disposed of in a plastic bag provided, sealed, and clearly labeled, "Medical waste." The cleanup should include the use of chlorine bleach solution that has been diluted with 100 parts of water. The plastic bag should be placed in the container maintained in the janitor area for this purpose.

Teachers, aides, monitors, other staff dealing with students

-When coming into contact with material that is considered body fluid – blood, urine, excrement, vomit, etc. – please make use of the packet provided you which will include:

- Plastic bag
- Protective gloves
- 2 x 2 gauze
- Disposable paper wipe

-Use when necessary and get a replacement. Before donning the gloves, any jewelry which could pierce the gloves should be removed. Replacements will be available at the nurse's office. If possible, call the nurse or custodian to handle the situation. A custodian must be contacted to dispose of all waste. Please send the packet with gloves, towels, etc. to the custodian's office for proper disposal of medical waste.

Bus Drivers and Bus Monitors

-When coming into contact with material that is considered body fluid – blood, urine, excrement, vomit, etc. – please make use of the packet provided you which will include:

- Plastic bag
- Protective gloves
- 2 x 2 gauze
- Disposable paper wipe

-All materials will be placed in the plastic bag and sealed. The bag should be labeled as, "Bus Medical Waste."

- Upon return to school, the sealed plastic bag will be sent to the high school custodian's office for proper disposal of medical waste.

Substitutes for all personnel

-All substitutes should be given a copy of this policy when they first report for work. It will be the duty of the immediate supervisor to inform the employee.

Disposal of Medical Waste

-Once the waste is taken to the janitor's office and placed in the appropriate container, it will be collected by an appropriate hauler and sent to an approved disposal sight.

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