

AP 184 - BLOODBORNE PATHOGENS EXPOSURE CONTROL

Associated Board Policy: 184.00 Bloodborne Pathogens Exposure Control

Procedure Owner: Executive Vice President of Finance and Administration

Related Procedures: None

I. Procedure Scope and Purpose

In accordance with **Board Policy 184.00 – Bloodborne Pathogens Exposure Control**, Cowley County Community College maintains this Exposure Control Plan (ECP) to eliminate or minimize occupational exposure to bloodborne pathogens.

This procedure establishes the methods and practices necessary to comply with the Occupational Safety and Health Administration (OSHA) Bloodborne Pathogens Standard (29 CFR 1910.1030), as well as applicable regulations of the Kansas Department of Health and Environment (KDHE) and the Kansas Department of Labor (KDOL).

II. Definitions

Bloodborne Pathogens - Microorganisms that are present in human blood and can cause disease in humans. These pathogens include, but are not limited to, hepatitis B virus (HBV), hepatitis C virus (HCV), and human immunodeficiency virus (HIV).

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.

Exposure Incident - A specific eye, mouth, mucous membrane, non-intact skin, or parenteral contact with blood or other potentially infectious materials that occurs during the performance of an employee's duties.

Universal Precautions - An approach to infection control in which all human blood and certain body fluids are treated as if known to be infectious for bloodborne pathogens.

III. Procedure

A. Exposure Determination - Occupational exposure may occur during various activities and within several departments of the college. The following job classifications and tasks have been identified as having potential exposure to bloodborne pathogens:

1. Athletics: Coaches, assistant coaches, athletic trainers, and athletes who may assist or respond when players are injured and bleeding.
2. Custodial, Maintenance, and Grounds Staff: Employees who handle cleaning duties, maintenance tasks, or outdoor cleanup that could involve contact with blood or potentially infectious materials.
3. Security Staff: Personnel who may be first responders to accidents or incidents across campus involving injury or bodily fluids.
4. Faculty and Administrative Staff: Individuals who may be first to respond to an injury or accident during classes, labs, or regular business hours.

B. Methods of Compliance

1. Universal Precautions - All employees shall observe universal precautions. Under circumstances where differentiation between body fluid types is difficult or impossible, all body fluids shall be considered potentially infectious.
2. Engineering and Work Practice Controls

- a. Sharps containers are available and must be used for disposal of needles, blades, and other sharp items.
 - b. Handwashing facilities are provided in restrooms and laboratories. Employees must wash hands immediately after removing gloves or other PPE, and following contact with potentially infectious materials.
 - c. Eating, drinking, applying cosmetics or lip balm, and handling contact lenses are prohibited in areas where exposure may occur.
 - d. Proper disposal methods, as taught in annual bloodborne pathogens training, shall be followed at all times.
3. Personal Protective Equipment (PPE)
 - a. Appropriate PPE (gloves, masks, face shields, gowns, etc.) is available through standard college supply channels or by coordinating with the custodial department.
 - b. Employees are responsible for wearing PPE when exposure risk exists.
 - c. The college provides PPE at no cost to employees and ensures its proper disposal or cleaning.

C. Hepatitis B Vaccination and Post-Exposure Procedures

1. Hepatitis B Vaccination
 1. The College will make the Hepatitis B vaccination series available at no cost to employees with occupational exposure in accordance with OSHA requirements. The vaccination may be provided through the College's health insurance, an annual vaccination clinic, or another authorized healthcare provider.
 2. A vaccination clinic is offered annually, and employees may also receive vaccinations through local healthcare providers, covered by college insurance.
2. **Post-Exposure Evaluation and Follow-Up**

Following an exposure incident, employees must:

 3. Wash the affected area immediately with soap and water.
 4. Notify your supervisor and Human Resources immediately. Security should also be notified if the exposure occurs during an incident requiring emergency response.
 5. Complete an **Exposure Incident Report Form**.
 6. Seek medical evaluation and follow-up as directed.

All medical evaluations, testing, and follow-up care will be made available at no cost to the employee and in accordance with OSHA requirements.

D. Communication of Hazards

1. The Bloodborne Pathogens Standard and this ECP are available to all employees. Copies are kept in the Human Resources department, and may also be kept electronically on the college's internal network.
2. Warning labels and biohazard signs will be used as required on containers, refrigerators, and equipment that may contain blood or infectious materials.
3. Updates to procedures or equipment will be communicated through site safety meetings, email notifications, or departmental memos.

E. Training and Recordkeeping

1. **Training:** All employees with potential exposure to bloodborne pathogens receive training **within 60 days of initial assignment and annually thereafter**. Training is provided through **current training modules** and may be supplemented with in-person sessions upon request. Additional training is available as needed or when changes in tasks or procedures affect exposure risk.
2. **Recordkeeping:** Training and incident records are maintained in the Human Resources Department, either electronically or in traditional paper form. Exposure and medical records are kept confidential and retained for the duration of employment plus 30 years, in compliance with OSHA standards. Training records are retained for a minimum of three years.

- F. Plan Review and Responsibilities** - Oversight of this Exposure Control Plan is delegated by the Executive Vice President of Finance and Administration to the Human Resources Department, which is responsible for plan administration, compliance monitoring, training documentation, and annual review.

IV. Effective Date(s)

This procedure first became effective: August 11, 2026

V. Signature and Title

This procedure was implemented by: 

Title: Executive Vice President of Finance and Administration