

**CITY HOSPITAL, INC.
MARTINSBURG, WV
DEPARTMENT OF INFECTION CONTROL- POLICY**

TITLE/DESCRIPTION: OSHA
BLOOD-BORNE PATHOGEN EXPOSURE
DETERMINATION CLASSIFICATIONS

EFFECTIVE DATE:
April 1992

REVISION DATES:
0695, 0898, 05/02

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IC-301

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APPROVED BY:
ICC Chair 0106
MEC 0306

PURPOSE:

To comply with the OSHA Blood-Borne Pathogen (BBP) Rule which requires that an employer determine which employees have reasonable risk of exposure to bloodborne pathogens, and to what level of risk these employees are exposed.

POLICY:

Program Directors and Department Managers shall be responsible for clarifying tasks performed in their areas of responsibility according to the classifications listed below. Program Directors and Department Managers are also responsible implementing, maintaining and developing up-to-date policies eliminating and reducing task associated risks.

The Director of Human Resources shall insure that all job descriptions, including administrative and support personnel whether paid or volunteer, have been evaluated by the appropriate Unit Managers and that a Risk of Exposure Classification I, II or III has been assigned to them.

The Infection Control Department shall function as a consultant to Department Managers in determining risk exposure potential. It is the responsibility of the Infection Control Department to oversee hospital-wide compliance with the OSHA Rule. All policies, job classifications, tasks, and procedures in relation to this rule shall be approved by the Infection Control Committee.

CLASSIFICATION I

Jobs in which required tasks routinely involve a potential for mucous membrane or skin contact with blood, body fluids, tissue or OPIM. Use of appropriate PPE and exposure prevention measures are required for every healthcare provider in these jobs. This classification includes, but is not limited to the following:

Registered Nurse
Licensed Practical Nurse
Patient Care Tech and Orderlies
O.R. Instrument Tech
Nursing Assistant
Cytotechnologist
Laboratory Outpatient Receptionist

Respiratory Therapist
Cert. Emergency Dept. Tech
OR Transport Aid
Physical Therapy (PT) Assistant
PT Therapy Rehab Tech
Medical Technologist
Environmental Services Staff

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Employee Health Coordinator
Occupational Therapist
TCU Skilled Care Coord.
Cardiac Care Tech
Advanced Practice Nurse

Maintenance Department Staff
Speech Therapist/Pathologist
TCU Activities Coordinator
Histology Supervisor

All Job Classification I employees are covered by the OSHA Rule.

CLASSIFICATION II

Jobs in which required tasks do not normally involve exposure to blood, body fluids or tissue, but may require performing unplanned Classification I tasks. In these jobs the normal work routine involves no exposure to blood, body fluids or tissue, but exposure or potential exposure may be required as a condition of employment. Classification II jobs includes, but are not limited to the following:

Social Workers
Substance Abuse Counselors
Cardiac Rehab RN
Pharmacist
ECHO Tech
Patient Educator
Q&RM RN

Ward Clerks
Exercise Physiologist
Health-Fest Volunteers
Outpatient OR Secretary
ECHO RN
EEG Tech
Volunteers

All Job Classification II employees are covered by the OSHA Rule.

CLASSIFICATION III - PERSONNEL NOT COVERED BY THE OSHA RULE

Jobs in which required tasks involve no greater exposure to blood, body fluids or tissues than would be encountered by a visitor. The normal work routine involves no exposure to blood, body fluids or tissues and the worker can decline to perform tasks which involve exposure without retribution. These jobs include but are not limited to the following:

Business Office Personnel
Medical Records Personnel
Human Resources Personnel
Pharmacy Tech
Registration Clerks
Hospital and TCU Administrators

Staff Development
QA/RM Personnel
Department Secretary
Patient Counselors

All Classification III employees are not necessarily covered by the OSHA Rule. All hospital departments and employees will receive training on the OSHA Rule, and all the elements therein. If an inadvertent exposure incident occurs to a Classification III employee, all Post-Exposure Management Procedures will be provided, at no cost to the employee.

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RESPONSIBILITY

All Department Managers and Supervisory Personnel are responsible for monitoring subordinate worker's job performance and for updating job descriptions if new tasks are being performed that might change an employee's occupational exposure status. All classifications will be sent to the Infection Control Practitioner for appropriate distribution to Employee Health Coordinator and Human Resources Department after approval by the Infection Control Committee. The master file of Job Classifications as pertains to the BBP ECP will be maintained by the Human Resources Department.

All Department Managers are responsible for monitoring their employees' training status and their compliance with risk reduction procedures such as STANDARD and TRANSMISSION-BASED PRECAUTIONS, use of PPE, etc. All Unit Based Performance Improvement monitoring of compliance with OSHA will be reviewed by the Infection Control Committee, and other appropriate committees as indicated.

The Director of Human Resources shall insure that as new position descriptions are prepared, they are reviewed by the Infection Control Practitioner and classified appropriately.

Standard Precautions and Transmission-Based precautions will be utilized to prevent cutaneous, mucotaneous, percutaneous or parenteral exposure to blood/body substances whenever the potential for exposure is anticipated.

Personal Protective Equipment needed to implement Standard and Transmission-Based Precautions is provided for all employees free of charge. Personal Protective Equipment Cabinets are located in all patient care areas with the exception of specified Mental Health Care Units. In the event that an employee has special needs for protective equipment, (ie., hypoallergenic gloves, etc.), the employee is responsible for reporting their need to their Department Manager. The Department Manager will be responsible for working with the appropriate people to obtain the appropriate protective equipment to meet the employee's special needs.