

**POLICIES AND PROCEDURES
RIVERSTONE HEALTH
BILLINGS, MT**

DIVISION: ALL RIVERSTONE HEALTH	ORIGINATION DATE: 3/12/2014
PROGRAM: ALL RIVERSTONE HEALTH	REVISED: DRAFT FOR 11/1/2016
SERVICE: ALL RIVERSTONE HEALTH	<input type="checkbox"/> POLICY <input type="checkbox"/> PROCEDURE <input checked="" type="checkbox"/> GUIDELINE <input type="checkbox"/> STANDING ORDER
TITLE: BLOODBORNE PATHOGEN EXPOSURE FOLLOW-UP PROTOCOL	
APPROVAL:	JOHN FELTON, PRESIDENT & CEO

The purpose of this policy is to outline the steps that are recommended following a RiverStone Health employee exposure to bloodborne pathogens.

Exposed employee responsibility and actions:

1. Immediately treat the exposure site
 - a. Use soap and water to wash the exposed area
 - b. Flush exposed mucous membranes with water or saline
 - c. Do not apply caustic agents, antiseptics or disinfectants to the wound
2. Report the incident to your supervisor
3. Inform the source patient of the exposure
4. Immediately go to Billings Clinic Emergency Department (24/7) for care
 - a. Information you may need to provide to the care provider may include:
 - i. Date and time of exposure
 - ii. Details of the incident: where and how the exposure occurred, exposure site(s) on body
 - iii. Details of the exposure: type and amount of fluid or material, severity of exposure
 - iv. When available, details about the exposure source: HIV, Hepatitis B and Hepatitis C status
 - v. If the source is HIV-infected and information is available: determine stage of disease, HIV viral load, current and previous antiretroviral therapy, and antiretroviral resistance information
 - vi. Details about the employee:
 - vii. Hepatitis B vaccination and vaccine-response status
 - viii. Other medical conditions (specifically renal disease, liver

disease, diabetes, or mental health diagnosis), drug allergies, and medications

ix. Pregnancy or breast-feeding status

5. Complete an Incident Report with your supervisor
6. Complete a Sharps Injury Report form

Supervisor's responsibility and actions:

1. Make necessary arrangements to allow exposed employee to immediately go to Billings Clinic Emergency Department.
2. Facilitate source patient testing
 - a. If possible, send source patient with **RSH source patient letter** to Billings Clinic Emergency Department, or pre-arrange with Billings Clinic Occupational Health for testing.¹
 - b. If the source patient is unable to report to the lab for testing (i.e. Home Care or Hospice patients) arrange for blood draw to be done in the home or in the field setting¹. Deliver blood to Occupational Health at Billings Clinic
3. Notify Billings Clinic Occupational Health at 406-247-6200 or 406-247-6228
4. Complete an Incident Report form and Sharps Injury Report form with the exposed employee and deliver to RSH Human Resources within 48 hours of the exposure.

Human Resources responsibility and actions:

1. Receive Incident Report form and Sharps Injury Report form
2. File a worker's compensation claim and obtain a claim number
3. Fax the claim number to Susan Speer at Billings Clinic Occupational Health at 406-247-6240

Billings Clinic Emergency Department responsibility and actions:

1. Evaluate the exposure
2. Evaluate the exposure source
3. Provide Disease Specific PEP Management per the CDC guidelines

¹ Draw two tiger top tubes (SST), complete Billings Clinic lab requisition requesting HIV I and II, Anti Hep C, and HBsAg (HAA) testing and deliver to Billings Clinic lab

Billings Clinic Occupational Health responsibility and actions:

1. Manage, coordinate and facilitate Post Exposure care and follow up per CDC recommendations and guidelines
2. Supply all necessary forms for Post Exposure management including:
 - a. Lab requisitions
 - b. Post Exposure educational material
 - c. All necessary consent forms