**POLICY**

A Post-Exposure Evaluation and follow-up will be provided to all Ohio Living home health and hospice employees who have had an occupational exposure incident to bloodborne pathogens or other potentially infectious materials. Exposure to saliva without visible blood, tears, sweat, or non-bloody urine or feces does not require post-exposure follow-up.

Ohio Living uses safety needles as available and disposes of them in industry-approved sharps containers.

**PROCEDURE**

1. Any employee having possible exposure to bloodborne or other potentially infectious agents while working must:
2. Wash the area with soap and water, or flush mucous membranes with water immediately or as soon as feasible following contact.
3. Report this exposure to their supervisor immediately (within 12 hours, preferably sooner), and the supervisor is responsible to notify Human Resources.
4. Complete the employee incident report. Employees must report any of the following:
5. Needlestick injury
6. Cuts with sharp objects contaminated with blood or body fluids
7. Mucous membrane exposure to blood or body fluids (splash to eye or mouth)
8. Blood or body fluid contact with open area of skin. Body fluids include:
9. semen, vaginal secretions, or other body fluids contaminated with visible blood
10. cerebrospinal, synovial, pleural, peritoneal, pericardial, and amniotic fluids
11. An immediately available confidential medical evaluation and follow-up will be conducted by the employee's personal physician, or other appropriate treatment facility, at no expense to the employee. All policies regarding Post-Exposure to Bloodborne Pathogens will be shared and reviewed with the preferred physician to ensure appropriate follow up.
12. The following information will be provided to the health care professional responsible for evaluating the employee after an exposure incident:
13. A description of the exposed employee’s duties as they relate to the exposure incident;
14. Documentation of the route(s) of exposure and circumstances under which exposure occurred.
15. Results of the source individual’s blood testing, if available;
16. All medical records relevant to the appropriate treatment of the employee including vaccination status.
17. Identify and document the source individual, unless the employer can establish that identification is not possible. If the source cannot be identified, then the employee will follow the steps outlined below.
18. The source individual will be evaluated clinically to determine the likelihood of HIV and Hepatitis infections. The source individual’s physician may be consulted to obtain this information.
19. Obtain consent and arrange to have the source individual tested as soon as possible to determine HIV, HCV, and HBV infectivity; document that the source individual's test results were conveyed to the employee's health care provider. If the source individual is already known to be HIV, HCV and/or HBV positive, new testing need not be performed.
20. Use forms:
21. **Consent for Hepatitis B or C Blood Tests**, and/or
22. **Ohio Department of Health Informed Consent to HIV Antibody Test**.
23. If consent cannot be obtained by the agency this should be stated on the consent form.
24. If consent for testing of the source individual’s blood cannot be obtained and medical need is apparent, the executive director/administrator will determine if exception to informed consent is permitted (per O.R.C. 3701.24). This would be acted upon through legal counsel.
25. Ohio Living will pay the cost of testing and the results will not be placed in the patient’s medical record.
26. If the source blood shows evidence of infection, test the employee for the source infection as soon as possible after exposure incident.
27. In the event that the employee refuses follow up evaluation and/or testing or treatment the employee must provide human resources with the written refusal.
28. The health care professional will complete the Ohio Living form **Medical Evaluation Report – Post-Exposure to Bloodborne Pathogens** and return the completed form to Human Resources.
29. File the report in the employee’s confidential medical file, separate from the personnel file.
30. Human Resources will provide a copy of the report to the employee within 15 days of completion of the evaluation.
31. Injury logs will be maintained to document needle stick injuries from contaminated sharps.