

Department Exposure Control Plan

This supplement to the UMaine Bloodborne Pathogens Program (BBP) is designed to assist University Departments and Department Supervisors in developing their Department Specific Exposure Control Plan (ECP) for employees under their supervision. This document designed to be modified to reflect specific work environments but is not intended to replace the UMaine BBP Program or formal BBP training. Supervisors are required to review the completed ECP with affected employees annually or whenever new job tasks are added. Department ECPs must contain at least the elements listed below.

- Description/ List of job tasks with occupational exposure.
- Description of Work Practice Controls, Engineering Controls, and Personal Protective Equipment (PPE) required for specific tasks. Input from potentially exposed employees shall be considered in the identification, evaluation, and selection of these controls.
- Sharps Injury Log and documentation of consideration/implementation of safer medical devices (where appropriate).

1. Departmental Information

Department/ Work Location: _____

Address: _____

Department Supervisor Name: _____ Title: _____

Phone: _____ Fax: _____ Email: _____

Description/ List of Tasks with Occupational Exposure to BBP: _____

_____ ECP Review Date(s): _____

2. Controls for all Tasks

The UMaine Bloodborne Pathogens program outlines the general requirements for exposure control and minimization. Departmental specific procedures or details regarding these controls should be listed here:

General Control	Departmental Specific Details
Universal Precautions	
Personal Hygiene and Facilities	
Housekeeping	
Containers	
Sharps and Safer Medical Devices	
Personal Protective Equipment	
Regulated Waste	

3. Controls for Specific Tasks

The job tasks listed below have been determined to have occupational exposure to blood or other potentially infectious materials. Specific job tasks performed by employees but not listed here should be added under Dept. Specific Tasks. These general guidelines are designed to be a summary of necessary precautions; Dept. Specific Requirements should be listed when applicable.

Job Task	Engineering and Work Practice Controls	Personal Protective Equipment
Patient Care and Contact/ Providing First Aid	<input type="checkbox"/> Universal Precautions <input type="checkbox"/> Dept. Specific Requirements	<input type="checkbox"/> Disposable gloves. <input type="checkbox"/> Goggles, masks, eye protection, or face shields if potential for splattering. <input type="checkbox"/> Gowns and other coverings as appropriate. <input type="checkbox"/> Dept. Specific Requirements
Laboratory Work with Blood/ OIPM	<input type="checkbox"/> Universal Precautions <input type="checkbox"/> Dept. Specific Requirements	<input type="checkbox"/> Disposable gloves. <input type="checkbox"/> Goggles, masks, eye protection, or face shields if potential for splattering. <input type="checkbox"/> Gowns and other coverings as appropriate. <input type="checkbox"/> Dept. Specific Requirements.
Contaminated Laundry Handling -Presence of blood/OPIM. -Presence of Sharps. -Knowledge of or suspected contamination.	<input type="checkbox"/> Minimize handling. <input type="checkbox"/> Remove sharps with tongs or other tools; dispose in sharps container. <input type="checkbox"/> Do not sort or rinse on site. Place laundry into designated and labeled or red-colored container immediately. <input type="checkbox"/> Wash/Disinfect according to dept. procedure. <input type="checkbox"/> Dept. Specific Requirements	<input type="checkbox"/> Disposable gloves. <input type="checkbox"/> Goggles, masks, eye protection, or face shields if a potential for splattering. <input type="checkbox"/> Gowns and other coverings as appropriate. <input type="checkbox"/> Dept. Specific Requirements.

Job Task	Engineering and Work Practice Controls	Personal Protective Equipment
Biohazard Spill Cleanup (Blood/OPIM)	<ul style="list-style-type: none"> <input type="checkbox"/> Barricade the area; Keep people away. <input type="checkbox"/> Place contaminated broken glass or other "sharps" into a leak proof and puncture-resistant sharps container. <input type="checkbox"/> Pick up large pieces of glass with tongs. Scoop up smaller pieces with a scoop or paddles. <input type="checkbox"/> Seal the sharps container; place it into a red biohazard bag for disposal. <input type="checkbox"/> Apply absorbent material to the spill. <input type="checkbox"/> Place contaminated absorbent materials into a biohazard labeled bag using a scoop. <input type="checkbox"/> Disinfect contaminated surfaces and equipment. <p>Small spills: Thoroughly moisten a cleaning cloth with disinfectant cleaner which has been mixed according to directions; scrub the soiled area; discard the cloth into a biohazard labeled bag.</p> <p>Large Spills: Use a mop and bucket for cleaning. Fill the bucket with warm water and add the disinfectant cleaner according to the directions on the package (or use 10% bleach). Scrub the area thoroughly with the mop. Wring out the mop thoroughly. Empty the bucket into the sewer system. Disinfect the bucket, wringer, mop, mop handle and utility sink by wetting with fresh disinfectant.</p> <ul style="list-style-type: none"> <input type="checkbox"/> If using utility gloves, wash them carefully with disinfectant prior to removal. Dry them and leave them on. <input type="checkbox"/> Remove protective eyewear, disinfect them, and place them in a clean area. <input type="checkbox"/> Remove all other disposable protective equipment (leaving gloves until last) and discard them into a biohazard labeled bag. Seal the bag and discard. <input type="checkbox"/> Wash hands immediately with warm soapy water. If that's not possible, use an antiseptic wipe and wash hands as soon as possible afterward. 	<p>Small Spills:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Disposable nitrile gloves. <input type="checkbox"/> Splash proof safety goggles. <p>Additional PPE for Large Spills:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Mask or face shields if potential for splattering. <input type="checkbox"/> Disposable gown, lab coat, coveralls and shoe covers. <input type="checkbox"/> Dept. Specific requirements.

Job Task	Engineering and Work Practice Controls	Personal Protective Equipment
Biomedical Waste Handling/Disposal see also UMaine Biomedical Waste Policy	<input type="checkbox"/> Collect biomedical waste in red, biohazard labeled bags. <input type="checkbox"/> Place sharps into a puncture resistant container before placing in the bag. <input type="checkbox"/> When full, seal the bag and autoclave if possible. <input type="checkbox"/> If biomedical waste bags are stored in receptacles, receptacles must be labeled so that they will not be inadvertently removed as ordinary trash. <input type="checkbox"/> Package biomedical waste bags in a double lined biomedical waste container. <input type="checkbox"/> When full, wrap and tie liners to provide a leak resistant seal. <input type="checkbox"/> Seal boxes by taping along all six seams and label as follows: NAME University of Maine ADDRESS Dept. Name & 4-digit number <input type="checkbox"/> If your department does not have regular biomedical waste pickups call SEM to arrange for disposal.	<input type="checkbox"/> Disposable gloves. <input type="checkbox"/> Goggles, masks, eye protection, or face shields if potential for splattering. <input type="checkbox"/> Gowns and other coverings as appropriate. <input type="checkbox"/> Dept. Specific Requirements
Dept. Specific Task		
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