BLOODBORNE PATHOGENS POLICY

[Organization Name] values the health and safety of its employees and has implemented this policy to provide employees with important information and procedures to control and prevent bloodborne pathogens and the risk of infections within the workplace. At all times, [Organization Name] will ensure that all employees adhere to the guidelines set forth by this policy, the *Canada Labour Code*, the Canada Occupational Health and Safety Regulations as well as any and all local, provincial, and Canadian public health guidelines or requirements that apply to our organization.

SCOPE

This policy applies to all employees, contractors, and volunteers who may be exposed to blood or other potentially infectious materials while performing their job duties.

DEFINITIONS   
  
**Biohazardous Infectious Materials :** Materials such as microorganisms (e.g., blood), nucleic acids or proteins that cause, or are a probable cause, of infection, with or without toxicity, in humans or animals. Included in this hazard class are bacteria, viruses, fungi and parasites.   
  
**Routine practices:** A set of infection control strategies and standards designed to protect workers from exposure to potential sources of infectious diseases. Routine practices are based on the premise that all blood, body fluids, secretions, excretions, mucous membranes, non-intact skin, or soiled items are potentially infectious.  
  
Source: Canadian Centre for Occupational Health and Safety

POLICY   
  
The purpose of this policy is to protect workers from the risk of exposure to bloodborne pathogens, such as HIV, hepatitis B, and hepatitis C, caused by Biohazardous Infectious Materials by establishing procedures and protocols to prevent, control, and respond to incidents of exposure.

The Organization will:

* Prior to a task involving blood or other biohazardous infectious materials, conduct a risk assessment of a worker's potential occupational exposure to Biohazardous Infectious Materials or bloodborne pathogens. The risk assessment will take into account the following:
* The time it takes to complete the task.
* The type of bodily fluids that the worker may come into contact with.
* Presence of microorganisms in the bodily fluids.
* Route of potential exposure to these microorganisms.
* Susceptibility of the worker to these microorganisms.
* Environment in which the task is carried out.
* Implement engineering controls, routine practices, and written work procedures to  
  eliminate or reduce potential employee exposure to biological agents.
* Provide employees with appropriate personal protective equipment (PPE), ensure that it is accessible and available at the workplace, and train employees on how to properly use the PPE.
* Ensure employees are provided with education and training on biohazardous infectious materials and the exposure control plan for the workplace.
* Ensure that all pertinent health and safety records regarding exposure or possible exposure are maintained.
* Establish a system to ensure that employees who have had an exposure incident to blood or biohazardous infectious materials are medically evaluated, then seen by a physician for follow-up if deemed necessary by the medical evaluation.
* Ensure that investigations of employee exposure incidents to blood or biohazardous infectious materials are conducted and corrective actions are taken to prevent similar incidents from occurring.
* Review the exposure control plan annually and update it as necessary.
* Provide first aid kits in accordance with legislative requirements and all other relevant equipment.
* Provide Sharps Disposal Containers and ensure the location of the closest Sharps Disposal Container is known by all employees for discarding disposable, contaminated sharp items.
* Provide the appropriate hand-washing facilities and eye-wash stations in the workplace and anywhere else employees may encounter blood or biohazardous infectious materials.
* Ensure supervisors have been trained on monitoring employees and visitors to ensure policies and procedures are being adhered to.
* Ensure that employees have a clear line of communication to express concerns they may have about health and safety in the workplace.
* Continuously monitor for bloodborne pathogens/infections related information from the regional public health officials and the provincial health officer related to the organization’s area and industry and following that guidance and direction should additional measures be necessary in the workplace.

Supervisor(s) will:

* Supervise employees with respect to biological agent hazards.
* Ensure that employees utilize engineering controls and follow routine practices and written work procedures.
* Ensure that employees properly wear the appropriate PPE at all times.
* Ensure the ordering of PPE as needed for damaged or missing equipment.
* Ensure that employees receive education, training, and refresher training on biological agents and the exposure control plan.
* Ensure that the post-exposure health management procedure is followed for employee exposure incidents to blood or biohazardous infectious materials.
* Ensure that any exposure incidents are treated as occupational health and safety incidents and to follow-up regularly with the employee who has been affected.
* Initiate investigations of exposure incidents to blood or biohazardous infectious materials.
* Ensure Sharps disposal containers are securely closed and replaced appropriately.
* Ensure that all contaminated waste is disposed of appropriately.
* Ensure that employees are trained to utilize hand-washing equipment and facilities as well as eye-wash stations if needed.

Employees Are Required to:

* Utilize the provided engineering controls.
* Follow routine safe practices and written work procedures.
* Wear the appropriate PPE provided at all times.
* Report immediately to management if PPE is damaged or requires replacement.
* Attend education and training (occupational first aid training courses and additional company training sessions).
* Follow the post-exposure health management procedure in the event of an exposure incident to blood or biohazardous infectious materials.
* Participate in investigations of exposure incidents to blood or biohazardous infectious materials.
* Maintain good hygiene procedures including regular hand-washing.