

### **3.0 RESPONSIBILITIES:**

#### **Campus Health:**

- Establish and update the written "Exposure Control Plan".
- Provide consultation to departments that have employees who may be exposed to Bloodborne Pathogens.
- Maintain copies of any "Illness and Injury Report Form" and report such injuries to the Insurance Program Manager.
- Maintain a "Sharps Injury Log" for all exposure incidents involving a sharp.
- Following an incident, ensure that the "Post Exposure Evaluations and Follow-up" provisions are completed and documented.
- Conduct Hepatitis vaccinations as necessary.
- Provide annual training for KCC employees via Target Safety.

#### **Deans, Directors, and Other Heads of Administration:**

- Provide the resources necessary to ensure that Personal Protective Equipment (PPE) is available for affected employees.
- Ensure that all employees who are determined to be at risk for BBP exposure are offered Hepatitis B vaccinations.
- Ensure that all exposure incidents are documented on the "Illness and Injury Report Form" and reported to the Campus Health Office.

#### **Employees Covered by the Exposure Control Plan:**

- Understand the applicable components of the BBP Exposure Control Plan.
- Adhere to the practices and procedures of Universal Precautions.
- Report any exposure, accident, injury or illness to their supervisor or Campus Health.