

## **5.0 ENGINEERING AND WORK PRACTICE CONTROLS FOR COMPLIANCE**

**Whenever practical and feasible, engineering controls shall be used as a first line of defense against occupational exposure to bloodborne pathogens. Work practice controls reduce employee exposure in the workplace by either removing or isolating the employee from exposure.**

### **Standard/Universal Precautions:**

Kirkwood Community College adheres to the practice of "Standard/Universal Precautions" to prevent contact with blood and other potentially infectious materials. Under circumstances in which differentiation between body fluid types is difficult or impossible, all body fluids shall be considered potentially infectious materials, regardless of the perceived status of the source individual.

### **Sharps and Sharps Disposal:**

- **Handling Contaminated Sharps:**
  - Procedures involving the use of sharps in connection with patient care shall be performed using effective patient-handling techniques and other methods designed to minimize the risk of a sharps injury.
  - All sharps containers for contaminated sharps shall be easily accessible to personnel and located close to the immediate area where sharps are used.
  - At KCC, sharps containers should be sealed shut with tape when  $\frac{3}{4}$  full, placed in a red biohazard bag, and then placed in a closed and sealed biohazard box with the handles out. Facilities will then transport the waste to the Environmental Training Center for disposal according to state and federal regulations.
  
- **Sharps Containers:**
  - All sharps containers for contaminated sharps shall be rigid, puncture resistant, leak proof on the sides and bottom, and must be properly labeled.
  - All sharps containers shall be maintained upright throughout use, and replaced when necessary.
  - Sharps containers shall not be filled beyond the line indicated on the container itself, or no more than  $\frac{3}{4}$  full.
  - Sharps containers shall not be reused.

- **Prohibited Practices:**

- Shearing or breaking of contaminated needles and other contaminated sharps.
- Contaminated sharps shall not be bent, recapped, or removed from the devices.
- Sharps that are contaminated with blood or OPIM shall not be stored or processed in a manner that requires employees to reach by hand into the containers where these sharps have been placed.
- Disposable sharps shall not be reused.
- Broken glassware which may be contaminated shall not be picked up directly with the hands. It shall be cleaned up using mechanical means, such as a brush and dust pan, tongs, or forceps.
- The contents of sharps containers shall not be accessed unless properly reprocessed or decontaminated.
- Sharps containers shall not be opened, emptied, or cleaned manually or in any other manner which would expose employees to the risk of sharps injury.
- Eating, drinking, smoking, applying cosmetics or lip balm, and handling contact lenses are prohibited in work areas where there is a reasonable likelihood of occupational exposure.
- Food and drink shall not be kept in refrigerators, freezers, shelves, cabinets or on countertops or bench tops where blood or OPIM are present.

### **Regulated Waste:**

Regulated waste shall be placed in containers which are closeable, constructed to contain all contents, and prevent leakage of fluids during handling, storage, transport, or shipping. The waste must be labeled or placed in red bags and closed prior to removal to prevent spillage or protrusion of contents during handling, storage, transport, or shipping. Waste should be double bagged if there is a potential of leakage.

All contaminated sharps and waste are bagged in red plastic bags, then boxed in biohazard boxes with handles, sealed with tape and transported by Facilities to the Environmental Training Center (ETC) on Kirkwood Campus. The ETC is responsible for disposal according to state and federal regulations.

## **Handling Specimens:**

Specimens of blood or other potentially infectious materials shall be placed in a container which prevents leakage during the collection, handling, processing, storage, transport, or shipping. The container used for this purpose will be labeled or color-coded in accordance with the requirements of the OSHA standard. If outside contamination of the primary container occurs, the primary container shall be placed within a second container which prevents leakage.

## **Cleaning and Decontamination:**

Facilities / facility staff at KCC are generally responsible for all clean up of bloodborne pathogens. The facility office provides biohazard waste cleaning products for clean up.

- All custodial procedures will be conducted in a manner which will minimize splashing, spraying, and splattering of droplets of blood or other potentially infectious body fluids.
- All equipment, receptacles, environmental, and working surfaces will be cleaned and decontaminated after contact with blood or other potentially infectious body fluids. Contaminated work surfaces, receptacles, and protective coverings will also be removed immediately or as soon as feasible if they cannot be decontaminated in their original location. All work surfaces will be decontaminated at the end of the work shift if the surface may have become contaminated since the last cleaning. Each department is responsible for maintaining an appropriate cleaning and decontamination schedule.
- Contaminated equipment, which may be contaminated with blood or other potentially infectious body fluids, shall be examined and decontaminated prior to servicing or shipping (unless this is not feasible). A label shall be attached to equipment stating which portions may be contaminated.
- All bins, pails, cans and similar receptacles shall be inspected and decontaminated on a regular basis as needed by the designated person for each department.
- All broken glassware that may be contaminated will not be picked up directly with the hands. Use a mechanical device (forceps, dustpan and broom).
- Disinfectants and/or germicides shall be applied to working area surfaces to ensure the area is maintained in a clean and sanitary condition.
- Protective clothing shall be worn during clean-up procedures (i.e. gloves, goggles).

## **Work Area Restrictions:**

In work areas where there is a reasonable likelihood of exposure to blood or other potentially infectious body fluids, employees must not eat, drink, apply cosmetics or lip balm, chew gum or tobacco, smoke or handle contact lenses.

Food and beverages are not to be kept in refrigerators, freezers, shelves, cabinets, or on counter tops or bench tops where blood or other potentially infectious body fluids are present.

All procedures taking place in the work place will be conducted in a manner which will minimize splashing, spraying, and splattering of droplets of blood or other potentially infectious body fluids.