

GREELEY POLICE DEPARTMENT

General Order 270.00

Reviewed: 07/15

270.00 PREVENTION OF BLOODBORNE DISEASES: EXPOSURE CONTROL PLAN

270.00 Procedures:

- Work Controls and Personal Protective Equipment:
 - Departmental members will assume that all persons are potential carriers of HIV or HBV or HCV.
 - All departmental personnel will use personal protective equipment, as appropriate and necessary, unless under rare or extraordinary circumstances it can be shown in the employee's professional judgment its use would have prevented the delivery of public safety services or would have posed an increased hazard to their safety or of a co-worker.
 - Any evidence contaminated with blood or bodily fluids shall be completely dried, bagged, and placed in a labeled "biohazard" bag or red bag. Contaminated clothing or materials obtained as evidence is to be placed into the evidence lockers for drying.
- Custody and Transportation of Prisoners:
 - Individuals with bodily fluids on their person shall be transported in separate vehicles from other persons. The individual may be required to wear a suitable protective covering if they are bleeding or otherwise emitting body fluids.
 - Officers have an obligation to notify medical or jail personnel during a transfer of custody, when the suspect has body fluids present on their person or when they have a communicable disease.
 - Officers shall document in the arrest report when a suspect taken into custody has bodily fluids on their person, or has stated that they have a communicable disease.
- Housekeeping:
 - All departmental supervisors and their employees are responsible for the maintenance of a clean and sanitary workplace. Periodic inspections will be performed to ensure that these conditions are maintained.

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- All equipment and environmental work surfaces must be cleaned and decontaminated after contact with blood or other potentially infectious materials, as provided in this directive.
- Any protective coverings used in the evidence lockers, or for covering surfaces or equipment will be removed, when feasible, following possible or actual contamination.
- A waste receptacle located in the Evidence area, lined with a red bag and labeled with a biohazard sticker, will be used to contain all discarded contaminated or potentially contaminated items.
- Mechanical means, such as a brush and dust pan, forceps, or tongs must be used to pick up broken glassware, needles, or other sharp instruments contaminated with blood or other body substances.
- Clothing contaminated with blood or bodily fluids must be removed as soon as practicable.
- Wet contaminated clothing must be placed in labeled biohazard bags and double-bagged to prevent leakage. Department personnel will not handle contaminated clothing without wearing gloves, at minimum. Other protective personal protective equipment/clothing will be worn as necessary. Contaminated clothing will not be rinsed, sorted or cleaned by unauthorized personnel.
- The Department will be responsible for cleaning all contaminated clothing and equipment. The Department will retain the right to have the clothing cleaned or replaced with clothing or equipment of equal value.
- All uniformed personnel should keep a change of uniform at the Department. No departmental personnel will be allowed to continue to work in contaminated clothing.
- The disposal of contaminated waste material will conform to all established Federal, State, or Local regulations. The Department will contract with a licensed private company for the disposal of biohazardous materials.
- Disinfection:
 - Any unprotected skin surfaces that contact blood or bodily fluids shall be thoroughly washed, when possible, with hot running water and soap for at least 15 seconds before rinsing and drying. Unprotected mucous membranes can be cleaned by rinsing or flushing.

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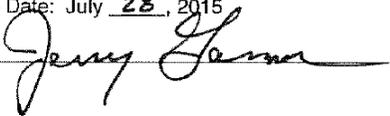
- If hand-washing facilities are not available, departmental personnel will use the provided antiseptic towelettes or other acceptable antiseptic hand cleaner. When hand-washing facilities become available, departmental personnel must wash their hands.
- Disinfection procedures shall be initiated whenever bodily fluids are spilled or an individual with bodily fluids on his person is transported in a departmental vehicle.
 - A supervisor shall be notified and the vehicle taken to the police department to be dead-lined any time a person has been transported in a police vehicle and has been bleeding or has exposed the interior of the vehicle to bodily fluids.
 - The vehicle will be restored by the Greeley Police Department's contracted trauma restoration company prior to the vehicle being put back into service.
- Supplies: The Department will continuously maintain an adequate supply of disease control supplies including personal protective equipment, first aid supplies, and disinfectant materials. Vehicles will also be stocked with communicable disease control supplies.
- Vaccination, Exposure, Evaluation and Treatment:
 - All members of the Department who have been determined to be at risk for occupational exposure to the hepatitis B virus shall be provided with the opportunity to take the HBV vaccination series at no cost to them. The vaccination will be offered within 10 working days of assignment to an occupationally exposed duty. Department personnel at risk will be vaccinated only after they have received required departmental training. Vaccinations will not be given when department personnel have previously received the vaccination series, antibody testing has revealed that the employee is immune, or the vaccine is contraindicated for medical reasons. A delineation form shall be assigned and kept in the personal medical file of all those employees wishing to not take part in the hepatitis B immunization program.
 - Any person who has unprotected physical contact with blood or other bodily fluids of another person, while in the line of duty, shall be considered to have been potentially exposed to HIV, HBV, or HCV.
 - In cases of occupational exposure to blood or body fluids, all departmental members will document the exposure incident in a police report. A First Report of Injury (Workers' Compensation) will be submitted by their immediate supervisor.

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- Following a report of an occupational exposure incident involving blood or other potentially infectious materials, the Department will provide any exposed employee a confidential medical evaluation with appropriate follow-up. The medical evaluations will be made available to exposed employees at a reasonable time and place and provided without cost to the employee. All medical evaluations will be performed by, or under the supervision of, a licensed healthcare professional.
- A copy of the licensed healthcare professional's written evaluation will be provided to the exposed employee within 15 days of the completion of the evaluation.
- Any person responsible for potentially exposing a member of the Department to a communicable disease will be encouraged to undergo testing to determine if the person has a communicable disease.
 - If tested, the source individual will be provided with a copy of the test results. A copy of the test results, if positive for communicable diseases, will also be reviewed with the exposed employee, by the licensed healthcare professional. The exposed employee will be informed of any applicable state laws and/or regulations concerning the disclosure of the identity and infectious status of the source individual.
 - Criminal charges will be sought against any person who intentionally exposes a member of the Department to a communicable disease.
- Officers who test positive for HIV, HBV, or HCV may continue working as long as they maintain acceptable performance and do not pose a safety and health threat to themselves, the public, or other members of this agency.
- Recordkeeping:
 - All employees' exposure medical record files will be maintained for the duration of the employees' term of employment plus an additional thirty years. All employees' exposure medical record files will be kept confidential and will not be revealed, without the employee's written consent, to any person within or outside the offices of the City of Greeley, Greeley Police Department, except as required by law. All departmental employees will be informed of their right to access their medical record files. The exposure medical records will be maintained by the appropriate third party workers' compensation carrier.

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- Training:
 - The Training Section will ensure that all members of the department at risk for occupational exposure to blood and body fluids are provided with a complete course of instruction on prevention of bloodborne diseases.

GO270.00 Prevention of Blood-borne Diseases: Exposure Control Plan	Reviewed: 07/15
Authorized by Jerry Garner, Police Chief Effective Date: July <u>28</u> , 2015	
	Date: <u>7-28-15</u>