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Facility Name: St. Norbert College  
Date of Preparation: Original preparation—

Human Resources will be responsible for training

Job Title  
Laundry Opera

Department/Location

Task/Procedure



1. Use of appropriate sized gloves, face masks, and pocket masks as indicated with the type of potential exposure.

#### Engineering Work Practice Controls:

1. Soap and water readily available or use of hand sanitizer if no water is available.
2. Sharps containers for contaminated sharps.
3. Plastic cover for vehicle seat.
4. Bloodborne Pathogens Protection and Clean-Up Kit.

"Universal Precautions" recognizes all body fluids as though they are infected with bloodborne pathogens. This method of infection control requires the employer and employee to assume that all human blood and specified human body fluids are infectious for HIV, HBV, HCV, and other bloodborne pathogens. Where differentiation of types of body fluids is difficult or impossible, all body fluids are to be considered as potentially infectious regardless of the perceived status of the source individual.

Engineering and Work Practice Controls will be used by all employees to eliminate or minimize occupational exposures at this facility. The Engineering Controls are:

1. Hand washing facilities are available. Single use towels or air dryers will be used for drying. If sinks are not readily available, the use of alcohol based hand sanitizer is provided.
  - a. Wash hands or other skin surfaces immediately after contact with bodily fluids.
  - b. Wash hands after removing gloves or other protective equipment.
2. Gloves, masks, goggles, gowns and lab coats.
  - a. N95 masks fit tested and provided for substances requiring this level of protection.
  - b. CPR face shield or pocket mask.
- <sup>9</sup> 3. Needle design to protect from needle stick injury.
4. Sharps container in all areas where needle use occurs.
5. Waste containers with lids and insignia signage/ color denoting hazardous material.
6. Air filters with variable air exchanges in rooms with communicable disease/ airborne particles.
7. Centrifuge with lid for specimen reduction.

Eye Protection:

1. Ear lavage.
2. Diagnostic assessments and specimen collection.
3. Clean up.

Special PPE:

- 1.
- 2

Health Services is assigned the responsibility to coordinate appropriate readily accessible PPE. Hypoallergenic gloves, glove liners, powderless gloves, or other similar alternatives shall be readily accessible to those employees who are allergic to the gloves normally provided. All PPE will be removed prior to leaving the work area.

All PPE will be cleaned, laundered, and disposed of accordingly.

PPE, when removed, will be discarded in general waste containers, unless "saturated" with potential Blood Borne Pathogens. "Saturated" items will be disposed of in the waste container scheduled for professional waste disposal.

## Housekeeping

The facility will be cleaned and decontaminated according to the following schedule:

Area	Schedule	Cleaner
Clinical exam rooms, lavatory and lab rooms	Daily	Housekeeping
Athletic training rooms	Daily	Housekeeping

## Contaminated Laundry

Contaminated laundry in Athletics will be cleaned at the Athletic department by an individual with OSHA Bloodborne pathogen training.

## Regulated Waste

The following procedures will be followed:

Sharps containers will be closed between uses and when full, the top will be locked and placed in the biohazard red bag lined container, sealed and kept until scheduled pick up. Health Services biohazardous waste will be disposed of through Steri-Cycle Disposal Services on a routine schedule.

## Labels and Signs

Health Services will ensure biohazard labels are on each container of regulated waste, on centrifuge, sharps containers, and the lab specimen refrigerator door. Employees are to notify (Name of responsible person or department) if they discover regulated waste containers, refrigerators containing blood or OPIM, contaminated equipment, etc., without proper labels.



- Work Practice Controls and PPE.
- Changes in procedures and corresponding changes in particular measures.

Additional training will be given to employees when there are any changes of tasks or procedures affecting the employee's occupational exposure.

Health Services is responsible for maintaining employee medical records. These individual records will be kept and maintained in the employee's electronic health record for the duration of employment, plus 30 years or in the electronic medical record.

Human Resources is responsible for maintaining training records. These records will be kept electronically in Workday. All employee records will be made available to the employee as needed or requested.

Health Services, in coordination with Human Resources, is responsible for reviewing this program, its effectiveness, and for updating as needed.

Revised February, 2017: December, 2022