



TOOL BOX TALKS



SUPERVISOR INSTRUCTIONS:

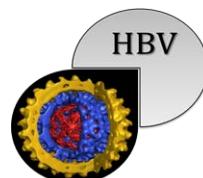
- Use toolbox trainings to encourage safety/environmental discussions during monthly meetings with employees.
- Campus Services' employees should maintain the employee sign-in sheet in their department's safety/environmental compliance binder as a record of training. All other groups should maintain a record of training in accordance with their Division's training procedures.

We may all find it necessary, at some time in the future, to help a co-worker who has been seriously injured and is bleeding. It is natural to be most concerned with helping the injured person at the time, but you should also think about protecting yourself from infection. Individuals who are infected with Hepatitis B Virus (HBV), Hepatitis C Virus (HCV) or Human Immunodeficiency Virus (HIV) may not show symptoms and may not know they are infectious. For this reason, all human blood and body fluids should be considered as if infectious and "universal precautions" should be followed when there is a potential for contacting someone's blood or body fluids. "Universal precautions," as defined by the Occupational Safety and Health Administration (OSHA), are a set of precautions designed to prevent transmission of HBV, HCV, HIV and other bloodborne pathogens when providing first aid or health care.



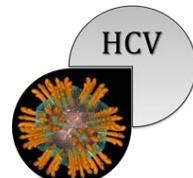
Hepatitis B Virus (HBV)

- Can live for 7+ days in dried blood.
- Is 100 times more contagious than HIV.
- Primarily transmitted through blood and body fluids.
- Entry of HBV is usually gained through open wounds, needle sticks, cuts or scratches and splashes into mucous membranes.
- HBV attacks the liver, which is responsible for removing toxins from the blood.
- HBV vaccine is available for people who directly work or will have contact with human blood, cells, cell lines, tissues and organs.



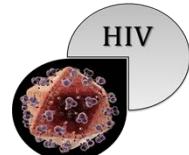
Hepatitis C Virus (HCV)

- HCV is most common among illegal drug users who share needles.
- In the healthcare, HCV infection is most commonly due to needle sticks.
- Like HBV, HCV attacks the liver.
- HCV may lead to chronic liver disease or death.
- No vaccine is available.



Human Immunodeficiency Virus (HIV)

- HIV may lead to acquired immune deficiency syndrome (AIDS), which lowers the immune system making you more susceptible to other diseases such as tuberculosis, oral thrush, pneumonia and staph infections.
- There is no cure.



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- No vaccine is available.

Personal Protective Equipment (PPE)

One of the best ways to protect yourself when providing first aid is by wearing rubber or latex gloves. This protects you as well as the injured person from any additional risks of infection. Even small finger cuts or abrasions on your hands could provide routes of entry for a virus or bacteria. In order for your PPE to protect you, it must be free from any defects, it must fit, and it must be appropriate for the task at hand. Below are additional guidelines to follow.



- First aid kits should be stocked with disposable latex or nitrile gloves. **Disposable gloves should never be re-used.**
- If there is a chance of blood splattering, it is important to cover your mucous membranes (mouth, nose and eyes) with a face mask and goggles. **Keep face masks and safety goggles at hand.**

Decontamination and Disposal

- To clean up blood from the workplace, the area of the spill should be disinfected with a freshly made 10% bleach solution (1-part bleach to 10 parts water).
- Spray the bleach solution on the contaminated area and let sit for 10 minutes.
- Wipe the sprayed area from the outside moving towards the inside.
- Rinse the area with water to prevent corrosion.
- If a mop, broom or dustpan is used in the cleanup, rinse it with bleach.
- Blood-contaminated gloves and cleanup materials must be properly disposed of in biohazard bags.
- Wash hands and other exposed skin immediately and *thoroughly* with soap and water for 15 minutes if you've been exposed to blood or body fluids. **Always report any blood exposure to Occupational Injury and Management located inside of Employee Health Services after you have washed the exposed area for the required 15 minutes.**



Emory has designated first responders who are well trained in providing first aid and avoiding exposure to infectious diseases. However, you could be on the spot when a co-worker is injured and needs immediate help. Therefore, it is important to THINK before you rush to the rescue and remember to follow "universal precautions". For additional information, refer to Emory's *Bloodborne Pathogen Exposure Control Plan*.

Questions for Discussion

1. True or False. Assume that all human blood and human body fluids are infectious.
Answer: True
2. True or False. If body fluids are released into or onto the workplace facilities a 10% bleach solution is an acceptable solution for cleanup.
Answer: True
3. You do not have to report an exposure to human blood unless you want to.
Answer: False – All exposures to human blood must be reported.
4. You can dispose of blood contaminated waste in the regular trash.
Answer: False – Blood contaminated waste must be disposed of as biohazard waste.

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5. True or False. If you have been exposed to someone else's blood, you should wash the exposed area for 15 minutes and then report the incident to Occupational Injury Management.

Answer: True

6. A preventable vaccine is available for which of the following common bloodborne pathogens?

- a. HIV
- b. HBV
- c. HCV

Answer: b – HBV is the only one which currently has a vaccine available.