# Bloodborne Pathogens

# Model Exposure Control Plan for Syringe Pick-Up

**For Public Works, Parks, Library, Transportation, Water Departments, and other public facilities**

**where contaminated syringes may be found.**

In 2015, several municipal and state facilities have noticed an increase of occurrences where used syringes are found discarded in public parks, lobbies, or bathrooms. Used syringes can be contaminated with blood that may be infectious for Hepatitis, HIV or other bloodborne pathogens. Municipal and state employees who are assigned to clean up discarded syringes must be protected from unprotected contact with discarded syringes.

This Exposure Control Plan is developed to provide minimum procedures for protecting employees from contacting illness when handling used syringes. It can be modified for your particular department by filling in the spaces and adding to it.

This sample plan is specifically designed for public works, parks, library, transportation and water department employees whose job descriptions do not include providing healthcare, dental services.

Fire/EMS should reference “Exposure Control Plan for Healthcare Providers”

Schools may reference the “Exposure Control Plan for Schools”

October 2015

[www.mass.gov/dols/wshp](http://www.mass.gov/dols/wshp)

**BLOODBORNE PATHOGEN**

**EXPOSURE CONTROL PLAN FOR SYRINGE PICK-UP**

Municipality/State Agency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Purpose**

This Exposure Control Plan is developed to provide minimum procedures for protecting employees from contracting illness when handling used syringes. It can be modified for your particular department by filling in the spaces and adding to it.

This sample plan is specifically designed for public works, parks, library, state/town agencies, transportation and water department employees whose job descriptions do not include providing healthcare, dental services.

1. What to Do when a Used Syringe is Observed:

There are designated staff who will be delegated responsibility for cleaning up used syringes that have been left behind by the public. These staff will be provided with gloves, tools and a puncture-proof sharps container, and will be offered the Hepatitis-B vaccine.

All discarded syringes should be assumed to be contaminated with blood that could contain Hepatitis, HIV or other bloodborne disease. This is called “Universal Precautions” when all blood-contaminated items are considered infectious.

**When a Used Syringe is Observed, Call**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(phone)

* *Or –*

**When a Used Syringe is Observed,**

**Call one of the following designated people**:

|  |  |
| --- | --- |
| **Name** | **Phone** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

3. **How to Pick Up Discarded Syringes**

* Bring gloves, pliers and a sharps container to the location of litter.
* Put on puncture resistant gloves, such as a leather glove. The purpose of the leather glove is to reduce the risk of skin puncture.
  + In outdoor, library, or office settings, the leather gloves can be re-used.
  + In manhole and sewage treatment settings, the gloves should be discarded if they become contaminated with sewage. Gloves can be discarded in regular trash.
* Do not touch the syringe with your hands.
  + Use pliers to pick up the syringe, or
  + Use a dustpan and broom.
* Put the syringe immediately into a Sharps Disposal Container. Place the syringe *needle-first* into the container.
* Do not recap the needle. If a syringe was already capped, keep the cap on, and still discard in a Sharps Disposal Container.
* Bring the Sharps Disposal Container with you to location of syringe. Do not walk across park or down a hallway to get to the sharps container, bring the container with you.
* Do not hand the syringe to another person. If a member of the public wants to hand you a syringe that they found, ask them to: 1) place the syringe directly into a sharps disposal container; or 2) if a container is not available, ask them to put the syringe on a table so you can pick the syringe up from a stationary surface when the container is obtained.
* Remove your gloves. Leather gloves can be reused.
* Wash hands, or use alcohol gel to clean your hands as soon as possible.
* Keep the sharps disposal container in a secure location. This must be disposed as biohazard waste.

4. **What to Do if You Experience a Needlestick**

If you experience a needlestick, get medical treatment within the first 24 hours.

Report the injury immediately to : \_\_\_\_\_\_(name of injury coordinator at your workplace)\_\_\_\_\_\_\_, phone.

If you are punctured or get a laceration by a used syringe, lancet, razor or other medical “sharp,” getting medical treatment within the same day is required. Studies have shown that receiving medical treatment for a needlestick within the first 24 hours is able to prevent transmission of HIV and Hepatitis.

Employees may not decline going to a healthcare provider for evaluation. (The employee may decline the advice or treatment offered by a healthcare provider, but they must obtain the evaluation.) The medical exam is confidential – the employer should not receive medical test results or other medical information regarding the employee.

Employees who experience a needlestick should be sent to the following healthcare provider within the first 24 hours.

Name of Healthcare Provider: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NOTE: A “needlestick” means that the needle edge of a syringe punctured or lacerated the employee’s skin. When this occurs, medical follow-up is necessary. Medical follow-up is not required when a worker touches a syringe without wearing gloves, or without using a tool to pickup the syringe. Medical follow-up is not required when a needlestick has not occurred.

**Instructions after a Needlestick**:

* Discard the syringe into the Sharps Disposal Container.
* Do not bring the syringe to the doctor – the blood in the syringe is not tested for HIV or Hepatitis.
* Wash the puncture area with soap and water.
* Do not disinfect your skin with bleach or disinfectant – this can damage the skin and make transmission of Hepatitis or HIV easier.
* Be prepared to tell the healthcare provider about:
  + Location of puncture on your skin
  + How deep the puncture/laceration
  + Whether or not there was visible blood inside the syringe tube
  + Whether or not there was visible blood on the needle

5. **Requirements for Tools and Equipment**

**Sharps Disposal Container**

* Must be puncture-proof and leak-proof.
* Should have a cap that allows the container to be carried to different locations without spilling.
* Should be replaced when 3/4th full.
* Never pour out contents of a smaller sharps container into a larger container.
* Must be labeled with a Biohazard label.
* Vendors are available on the state vendor list.

**Tools:**

* Use pliers, long-handled picker tool, or a dustpan and broom to pickup syringe so that hand contact is not required.
* Dispose syringe directly into sharps container without hand contact.

**Gloves**

* Should be puncture resistant.
* Look for ANSI-rated puncture resistant glove when cleaning areas with a high density of syringes.
* Do not use healthcare latex/nitrile gloves – these are too thin to resist a needle.
* The puncture-resistant glove can be re-used.

**Shoes**

* Closed-toe shoes are required.
* Leather shoes with sturdy sole required for Public Works.
* Rubber overboots may be required for areas with high-density of syringes in debris.

**Handwashing**

* Handwashing with soap and water is required after handling a used syringe.
* Alcohol hand-sanitizer can be used when a sink is not available.

6. **Who Can be Assigned to Pick-Up Discarded Syringes**

A municipal or state agency may assign employees to pick-up discarded syringes when all of the following criteria are met:

* The employee is offered the Hepatitis-B vaccine;
* The employee is provided with gloves, tools, disinfectant and sharps container.
* The employer has a procedure in place to provide immediate medical care if the employee experiences a needlestick; and
* The employee is provided with pre-assignment and annual Bloodborne Pathogen training.

1. **Hepatitis B Vaccine**

The Hepatitis-B vaccine must be offered to employees who are given the job duty to pick up discarded syringes.

The Coordinator at \_\_\_\_\_(name of municipality/state agency)\_\_ is \_\_\_(name of person) \_\_\_, location, email, phone.

Who: Employees assigned to pick-up discarded syringes must be offered the Hepatitis-B vaccine. Volunteers are not considered employees.

When: Within 10 days of assignment to job duties to pick-up used syringes.

How: The Hepatitis-B vaccine is a 3-part vaccine. The vaccine consists of a 3 doses administered at 1-week, 1-month, and 6-month intervals. The employee may work with syringes after getting the first dose. Employees assigned to pick-up discarded syringes should also receive the antibody titer.

Payment: The employer must offer the Hepatitis-B vaccine at no cost to those employees who are given job duties that involve exposure to bloodborne pathogens or used syringes.

Where: Healthcare Provider: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employees may decline the Hepatitis-B vaccine. Employees who decline the vaccine must sign a waiver which uses the wording in Appendix A of the OSHA Standard (see attached appendix). Employees who initially decline the vaccine but who later wish to have it may then have the vaccine provided at no cost.

1. **Training**

Training is required for all employees who are reasonably anticipated to have work-related exposure to contaminated syringes.

The Coordinator for training is \_\_\_\_\_\_(name)\_\_\_\_\_\_\_\_\_\_\_ , \_\_(phone) \_\_\_\_\_\_\_\_\_\_\_\_\_.

Training must be conducted before assignment to job duties which require handling of discarded syringes, and annually.

Training records will be maintained for three years.

Training will include:

* Epidemiology and symptoms of Hepatitis B, Hepatitis C and HIV
* Modes of transmission of Hepatitis B, Hepatitis C and HIV
* Procedures and demonstration for picking up discarded syringes
* Instruction on gloves and glove selection
* Demonstration on how to use the Sharps Disposal Container
* Instruction on what to do if a needlestick occurs
* Information on the Hepatitis-B vaccine

Program Developed by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Review date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Appendix A**

### Hepatitis B Vaccine Declination

I understand that due to my occupational exposure to blood or other potentially infectious materials I may be at risk of acquiring hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with hepatitis B vaccine at no charge to myself. However, I decline hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with hepatitis B vaccine, I can receive the vaccination series at no charge to me.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Note for Persons who are Already Vaccinated**:

Persons who have previously received the vaccine should not repeat the vaccine. A booster dose is not recommended by the CDC.

\_\_\_ I have already received the Hepatitis-B vaccine. Please provide dates, if available:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Appendix B**

**Tools and Equipment for Syringe Pickup**

|  |  |
| --- | --- |
| Puncture-resistant work gloves;  Selection depends upon amount of syringes in debris | http://www.harborfreight.com/media/catalog/product/cache/1/image/9df78eab33525d08d6e5fb8d27136e95/i/m/image_1751.jpg |
| Shoes;  Overboots required for debris with extensive amounts of syringes | https://sp.yimg.com/xj/th?id=OIP.Mfdfd9b0eaf13c66bfda501c6891c0982o0&pid=15.1&P=0&w=300&h=300 |
| Pliers | https://encrypted-tbn3.gstatic.com/images?q=tbn:ANd9GcQ0MpgGpjLIEZZMk8vVTVs46BKPKwrShxKKxwz8sMu_wY9ObwP31Q |
| Dustpan and broom | http://www.addis.co.uk/media/catalog/product/cache/1/image/9df78eab33525d08d6e5fb8d27136e95/5/1/510389-full.jpg |
| Sharps Disposal Container | http://www.villageoffice.com/office-products/images/1300/CVDSR1Q100900.jpghttps://about.usps.com/what-we-are-doing/green/report/2011/assets/images/sps-gallon-jug.jpghttp://www.daigger.com/Portals/0/CVStoreImages/12640A_190.jpg |
| Hepatitis B vaccine | http://vaccinenewsdaily.com/wp-content/uploads/2013/03/flu_vaccine2211.jpg |
| Medical follow-up  Within 24 hours  If a needlestick occurs | http://www.cdc.gov/Features/stop-hiv-prep/stop-hiv-prep_456px.jpg |
| Pre-assignment  and annual training | http://si.wsj.net/public/resources/images/MK-AS309A_TOYOJ_D_20081012184522.jpg |