

SANBORN REGIONAL SCHOOL DISTRICT  
178 MAIN STREET, KINGSTON, NEW HAMPSHIRE 03848

**REPORT of POTENTIAL BLOOD/BODY FLUID EXPOSURE to STAFF**

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

Dear \_\_\_\_\_:

It appears that you may have been exposed to blood/bodily fluids in the incident of \_\_\_\_\_

\_\_\_\_\_  
(date, time, location)

In accordance with Sanborn Regional School District policy, you are instructed to contact and report this exposure incident to your primary care physician immediately and follow his/her recommendations for treatment and follow-up care.

The current exposure recommendations of the Centers for Disease Control (CDC) are:

1. You should be tested within 7 days of the exposure for the presence of HIV (Human Immunovirus), HBV (Hepatitis B) and HCV (Hepatitis C) antibodies.
2. You should then be retested at 3, 6, and 12 months to be certain that exposure to HIV, HBV and HCV is not an issue. **EXCEPTION:** If the source of the exposure is tested and results are negative, you will be notified by your physician and the follow-up tests at 3, 6, and 12 months will not be necessary.
3. Complete the HIPAA-Compliant Authorization Form attached to the notification letter and return it in a sealed envelope marked, "Confidential" to your school nurse.

While test results are pending, it is essential to avoid potential exposure to others: practice abstinence/use precautions during sexual contact, avoid pregnancy, refrain from donating blood, and avoid further direct contact with blood/bodily fluids. Any illnesses, accompanied by fever, during the twelve weeks following the above exposure should be reported to your health care provider.

If you have any questions, please feel free to contact me at \_\_\_\_\_.

Sincerely,

School Nurse

Original: March 5, 2008