

# SANBORN REGIONAL SCHOOL DISTRICT

SRSD File: IHAMC

## **BODY FLUID EXPOSURE POLICY**

### Statement of Purpose:

To establish a procedure to be followed in the event of a body fluid exposure incident involving students and/or staff during the school day or at school-sponsored activities.

### Definition of Exposure Incident:

An exposure incident occurs when a person(s) is exposed to another person's blood or other potentially infectious body fluids in the course of school activities. Exposure means direct contact of bodily fluids to the individual's eyes, nose, mouth and other mucous membranes or to open skin lesions.

### Procedure:

1. Both parties involved (source and recipient of exposure) will receive First Aid at time of incident.
2. Exposed person (parent/guardian if minor) will be instructed to contact his/her health care provider immediately and follow the healthcare provider's instruction for any immediate treatment.
3. An SRSD "Report of Injury" form will be completed by the supervising staff member.
4. Exposure forms as noted below will be distributed to student, (parent/guardian if minor) and/or staff member involved in incident by district nursing personnel upon receipt of the completed "Report of Injury" form.
5. Copies of completed forms below will be attached to student "Report of Injury" form.

### Exposure Forms:

#### Students

JLCCA-R-E4 - Notification to Source of Potential Blood/Body Fluid Exposure (Student)

JLCCA-R-E3 - Report of Potential Blood/Body Fluid Exposure to Student

JLCCA-R-E2 - HIPPA – Compliant Authorization for Release of Health Information  
Blood/Body Fluid Exposure Incident (Source-Student)

#### Staff

GBGAA-R-E3 - Notification to Source of Potential Blood/Body Fluid Exposure (Staff)

GBGAA-R-E2 - Report of Potential Blood/Body Fluid Exposure to Staff

GBGAA-R-E1 - HIPPA – Compliant Authorization for Release of Health Information  
Blood/Body Fluid Exposure Incident (Source-Staff)

Related Policies: GBGAA & JLCCA

Original: March 5, 2008

Reaffirm: March 5, 2014