



Infection Control: Employee Health Exposure Reports

Policy Statement

An occupational exposure report shall be completed for all known employee exposures to blood and/or body fluids.

Policy Interpretation and Implementation

1. Exposures meeting the following criteria shall be reported to the Infection Preventionist (or designee) as soon as practical following emergency site care:
 - a. Parenteral exposure to blood, body fluids (whether or not they contain visible blood) including semen, vaginal secretions, amniotic, cerebrospinal, pericardial, peritoneal, pleural, and synovial fluids, by needlestick or contamination of an open wound;
 - b. Mucous membrane exposure to blood, body fluids including semen, vaginal secretions, amniotic, cerebrospinal, pericardial, peritoneal, pleural, and synovial fluids;
 - c. Cutaneous exposure to large amounts of blood; and/or
 - d. Prolonged contact with blood.
2. The Infection Preventionist (or designee) will investigate all known exposures to determine the cause of the exposure. The Infection Preventionist (or designee) will complete an exposure report form. A supply of exposure report forms is maintained at each nurses' station.
3. The Infection Preventionist will submit a copy of the exposure report, including any investigative reports, corrective actions taken, etc., to the administrator not later than forty-eight (48) hours after the exposure incident.
4. Exposure reports shall be kept confidential to protect the privacy of the injured. Release of such information will only be on a need-to-know basis (for example, to the Administrator, Director of Nursing, Infection Preventionist, employee's physician, and government officials, as required by law).
5. Completed exposure report forms shall be maintained separately from employee personnel records.

References	
References	OSHA’s Bloodborne Pathogens Standard and Enforcement Procedures at: http://www.osha.gov
Related Documents	Employee Health Records Exposure Classification of Tasks/Procedures Exposure Reporting and Investigating Needlesticks and Cuts Sharps Injury Record Task Evaluation and Classification Record
Generations Revision	January 2020
Version	1.2 (H5MAPL0302)