

**BLUE WATER DEVELOPMENTAL HOUSING, INC.  
POLICIES AND PROCEDURES: EMPLOYEE INFORMATION**

<b>SUBMITTED BY:</b> Michelle Dineen Gramer	<b>DATE SUBMITTED:</b> 02/01/2013	<b>SECTION:</b> Employee Information	
<b>BOARD APPROVED ON:</b> 02/15/2013	<b>DATE REVISED:</b> 2/26/20, 10/11/2023	<b>SUBJECT:</b> Infectious/Bio-hazard Waste Management	
<b>ANNUAL REVIEW BY EXECUTIVE DIRECTOR:</b> 03/04/2020, 3/1/2022, 10/11/2023, 4/30/2024		<b>POLICY #:</b> EB-005	<b>PAGE #:</b> 1 of 2

**I. APPLICATION**

The provisions stated herein shall apply to administrative/supervisory personnel of Blue Water Developmental Housing, Inc.

**II. POLICY**

To outline procedures for the effective removal of infectious and bio-hazard material and manage the storage, disposal, and processing of infectious and bio-hazard waste in accordance with EPA and OSHA Regulations.

**III. DEFINITIONS**

Blood: Human blood and blood components. Solid waste saturated with dripping blood or contaminated items that would release blood.

Broken Glass: Any items of non-contaminated broken glass.

Infectious Waste: Agents that are generated and are infectious to humans. Discarded live or attenuated vaccines that are infectious to humans.

Objectionable Waste: Waste that will not be accepted in the trash haulers, (i.e., blood administration tubing, tubing or drainage collection devices, wound dressing/gauze which contains spots of blood greater than an inch).

Regulated Human Body Fluids: Blood and blood components. Cerebrospinal fluid, synovial fluid, pleural fluid, peritoneal fluid, pericardial fluid, amniotic fluid, semen, pus, drainage, vaginal secretion. Any body fluids that are visibly contaminated with blood, that are in containers or that drip freely, or could be released in liquid or semi-liquid state from soaked solid waste items.

Sharps: Any discarded items than can induce sub-dermal inoculation of infectious agents, or any item that can easily penetrate the skin, puncture waste bags and cardboard boxes. These include needles and syringes.

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**IV. NOTIFICATION/PROCEDURE**

**A. On-site Decontamination of Infectious Waste**

<b>WHO</b>	<b>DOES WHAT</b>
Employee	<ol style="list-style-type: none"> <li>Cover the spill with paper towels. Saturate towel with 1:10 dilution of household bleach and allow 10 minutes of contact time. Wipe up area and discard towels in bio-hazard bag. Repeat procedure until infectious waste is thoroughly clean.</li> <li>Notify supervisor.</li> </ol>

**B. Exposure to Infectious Bio-hazard Waste**

<b>WHO</b>	<b>DOES WHAT</b>
Employee	<ol style="list-style-type: none"> <li>Wash exposed area with soap and water. Perform first aid, if necessary.</li> <li>Notify supervisor.</li> </ol>
Supervisor	<ol style="list-style-type: none"> <li>Send employee for medical treatment, if needed.</li> <li>Notifies appropriate Division Director and Human Resource Manager regarding medical treatment. Follows Work Related Injury Policy.</li> </ol>