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Subject: Blood borne Pathogens – Universal Precautions  
Source: Performance Standards 1304.22(a)(e)

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### Policy

North Texas Parent and Child Development Inc. will educate all of its employees on the universal precaution measures required to avoid Blood borne Illnesses.

### Procedure

1. *Universal Precautions will be used by all staff.* All blood or other potentially infectious materials will be presumed to be a source of infectious agents, regardless of the perceived status of the person. All staff should avoid direct skin contact with body fluids. Hand washing facilities will be readily accessible to staff. Staff will wash their hands or any other potentially contaminated skin area or clothing immediately or as soon as feasible after removal of gloves or other protective equipment. Skin or mucous membranes that have been exposed should be washed or flushed with warm water and antiseptic soap as soon as possible.
2. The agency will ensure that personal protective equipment is readily accessible to staff with occupational exposure. The direct service staff will notify the Center Coordinator whenever additional supplies are needed.
3. All staff that may come into contact with blood or other potentially infectious materials will have ready access to appropriately stocked First Aid Kits.
4. All staff are expected to use appropriate personal protective equipment when an exposure is possible.
5. Staff will clean up all spills of body fluid or other infectious materials immediately and dispose of it in a biohazard bag if needed.
6. Staff will dispose of sharp objects in a puncture resistant container. Never dispose of sharp objects in a plastic or paper bag.
7. Staff will cleanup broken glass or other sharp objects with mechanical equipment, (i.e. dust pan and broom).
8. Staff will dispose of contaminated materials or clothing into a plastic/ biohazard bag. Gloves should be worn at all times when handling contaminated materials. If kept, clothing should be placed in a red biohazard bag and immediately washed with detergent.