EXPOSURE CONTROL PLAN

Statement of Purpose

This exposure control plan has been prepared to minimize or eliminate employee exposure to bloodborne pathogens. This plan was developed in accordance with the OSHA "Occupational Exposure to Bloodborne Pathogens; Final Rule" contained in 29 CFR Part 1910.1030.

Exposure Determination

The Standard requires that each organization to assess whether or not employees are subject to occupational exposure to blood associated pathogenic microorganisms without regard to personal protective clothing and equipment.

Due to the nature of the services provided Toolworks believes all staff may be in situations where exposure to blood associated pathogens is present.

- Occupational Exposure: Reasonably anticipated skin, eye, mucous membrane, or parenteral contact (i.e., needle stick) with blood or other potentially infectious materials that may result from the performance of an employee's duties.

Responsibilities

Supervisors are to ensure that the provisions of this plan are followed by all employees with occupational exposure. This includes providing a copy of this exposure control plan to employees, enforcing compliance with this plan, ensuring new employees are properly trained, ensuring all employees attend an annual training session, and performing follow-up procedures for all exposure incidents.

Employees are to perform tasks and procedures in a manner that minimizes or eliminates employee exposure and perform duties as established in this exposure control plan and as trained.

Toolworks provides the OSHA-mandated bloodborne pathogen information and training sessions at least annually to each supervisor and employee with occupational exposure.

Methods of Compliance

General

Universal Precautions are observed to prevent contact with blood or other potentially infectious materials. Under circumstances in which differentiation between body fluid types is difficult or impossible, all body fluids are considered potentially infectious materials.
Engineering and Work Practice Controls

Engineering and work practice controls are to be used to eliminate or minimize employee exposure for each task within the work area. Where occupational exposure remains after institution of these controls, personal protective equipment is used. Engineering controls are used where there is a reasonable likelihood of occupational exposure.

All staff are trained to utilize universal precautions. Protective equipment is available onsite for the types of situations staff may encounter.

Engineering controls are examined and maintained or replaced on a regular schedule by the supervisor and employee to ensure their effectiveness.

Toolworks Safety Committee meets regularly and site specific safety officers conduct inventory and inspections on a monthly basis.

The following minimum requirements are followed:

Hands are washed immediately or as soon as feasible after removal of gloves or other personal protective equipment.

Following contact with blood or other potentially infectious materials, hands and any other skin will be washed with soap and water. Mucous membranes are flushed with water. List the locations of hand washing facilities.

When hand washing facilities are not available, the supervisor will provide antiseptic hand cleanser and paper towels or antiseptic towelettes. Hands are washed with soap and water as soon as feasible.

Prior to eating (chewing gum, use of throat lozenges) drinking, smoking, applying facial cosmetics (including lip balm) and handling contact lenses and the consumption of any food after handling potentially infectious materials employees will wash hands.

All procedures involving blood or other potentially infectious materials are performed in a manner that minimizes splashing, spraying, spattering, and generation of droplets of these substances.

Standard cleaning, disinfection and sterilization procedures currently recommended in all settings are adequate to clean, disinfect or sterilize instruments, devices or other items contaminated with body fluids.

**Personal Protective Equipment (PPE)**

Personal protective equipment is provided by the supervisor, at no cost to the employee, when there is a chance of occupational exposure.

Appropriate personal protective equipment may consist of, but is not limited to, gloves, gowns, lab coats, face shields, masks, eye protection, and mouthpieces, resuscitation bags,
pocket masks, or other ventilation devices. PPE is considered appropriate if it does not permit blood or other potentially infectious material to pass through to the employee’s work clothes, street clothes or undergarments, skin, eyes, or other mucous membranes under normal working conditions and for the duration of time that PPE shall be used. All personal protective equipment is to be readily accessible and in the appropriate sizes. It is the employee's responsibility, when there is occupational exposure, to use the appropriate personal protective equipment.

Gloves are worn when it can be reasonably anticipated that the employee may have hand contact with blood, other potentially infectious materials, mucous membranes, and non-intact skin; when performing vascular access procedures and when handling or touching contaminated items or surfaces.

Hypoallergenic gloves, glove liners, and similar alternatives are available to employees who have documented allergy to the gloves that are usually supplied to their work area. Disposable gloves are be replaced as soon as practical when contaminated or as soon as feasible if they are torn, punctured, or when their ability to function as a barrier is compromised.

Disposable gloves are not washed or decontaminated for re-use. Utility gloves (i.e., rubber household gloves) for housekeeping chores involving potential blood contact and for instrument cleaning and decontamination procedures can be used. Utility gloves may be decontaminated and reused, but should be discarded if they are peeling, cracked, or discolored, or if they have puncture, tears or other evidence of deterioration or their ability to function as a barrier is compromised.