



Employee Training Manual

Bodily Fluid Containment and Cleanup

Bodily Fluid Containment & Cleanup

- To ensure employees are following proper procedures for containment and cleanup of bodily fluids.
 - Materials
 - A. Blue Nitrile Gloves
 - B. Disposable towels
 - C. 100-200 ppm chlorine solution (San-I-King)
 - D. Plastic bags
 - E. Bio-hazard labels
 - F. Brush and dust pan



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- Procedure

- If an incident occurs where bodily fluids are spilled the following actions need to occur immediately.
 - 1. Notify the area department head or quality assurance immediately if a bodily fluid spill occurs.
 - 2. Put on blue nitrile gloves, your safety is important!
 - 3. Remove the sick/injured employee from the room and either to the nearest bathroom or to the QA office for medical attention.

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- 4. Cover the spill area with disposable paper towels such that you are isolating the spill from product and equipment as much as possible.
- 5. If possible, remove any finished goods and items in process and place them on category 1 hold.
- 6. Starting at the outside of the paper towel covered spill and working your way inward, pour the 100-200 ppm chlorine solution.
- 7. Allow the solution to soak into the contaminated material.

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- 8. Any glass, needles or other sharp object that may puncture the skin need to be picked up through the use of a brush and dustpan. DO NOT PICK UP BY HAND.
- 9. Wipe up the chlorine soaked material using paper towels.
- 10. Place the chlorinated materials, gloves and any other disposable materials into a plastic bag labeled with a biohazard sticker.
- 11. Ensure that the biohazard container is completely sealed with a zip tie.

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- 12. Dispose of the biohazard container in the dumpster immediately.
- 13. Wash your hands thoroughly with a sanitizer rinse and put on new gloves.
- 14. After the spill has been contained and cleaned up all potentially exposed equipment and utensils need to be cleaned and sanitized in accordance with their standard sanitation operating procedures using a chlorine rinse as a final sanitation step. Anything that cannot be cleaned must be disposed of as waste.

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- Exposure
 - If you have been exposed, through skin punctures or splash to eyes or mucous membranes, to a bio hazardous material that had not been decontaminated with 100-200 ppm chlorine follow these steps:
 - Skin exposure:
 - Vigorously wash affected skin with plenty of soap and water while removing contaminated clothing and shoes.
 - Eye exposure:
 - Wash eyes for at least 10 minutes with copious amounts of water, lifting upper and lower eyelids occasionally.