

Title: Post Exposure Protocol – Human Blood and Bodily Fluids	Version: 1
	Version Date: 2023-08-09
Signing Authority: Delaine Russo, Director, Environmental Health and Safety Office	

1 Purpose

This document provides the required procedure for an exposure or potential exposure to human blood or bodily fluids while working and/or learning at the University of Manitoba to ensure urgent response for occupational exposures.

2 Scope

This applies to all employees and students who may have been exposed to human blood or bodily fluids while working and/or learning at the University of Manitoba. Human blood and bodily fluids can transmit pathogens and toxins via entry points through the eyes, nose, mouth, or any puncture or break to the skin.

3 Definitions

Blood and Bodily Fluid (BBF) Exposure	<p>An event where a person is exposed to potentially infectious blood and body fluids through one of the following:</p> <ul style="list-style-type: none"> • Percutaneous exposure through puncture of the skin by a needle stick or another sharp object, • Permucosal exposure through contact with mucous membranes, • Non-intact skin exposure through eczema, scratches, and damaged skin, or • Human bites
Bodily Fluids	<p>Body fluids most at risk for transmitting blood-borne diseases. This includes but is not limited to blood, tissue, semen, genital fluids, cerebrospinal, synovial, peritoneal, pleural, pericardial fluid, amniotic fluid and breast milk, any other fluid with visible blood, and clinical specimens that contain HBV, HCV, and HIV.</p>
EHSO	Environmental Health and Safety Office
PPE	Personal protective equipment
Safety Data Sheet (SDS)	Summary document that provides information about a hazardous product. This includes chemical properties, physical, health, and

environmental hazards, protective measures, and safety precautions for handling, storing, and transporting the hazardous product. (Formerly known as an MSDS.)

4 Responsibilities

It is the responsibility of an **Employee or Student** working with human blood and/or bodily fluids to:

- Engage in safety training as provided by their supervisor.
- Recognize when an incident has occurred.
- Seek medical assistance as soon as possible (preferably within 4 hours of human blood or bodily fluids (BBF) exposure).
- Report hazards, incidents, and near misses involving human blood and/or bodily fluids to their supervisor or instructor.
- (Employees only) Report any incidents that resulted in medical aid or time loss to the Worker's Compensation Board.

It is the responsibility of a **Supervisor** to:

- Provide safety training to their employees and students regarding the blood borne pathogen hazards of their work.
- Assess employee or student competency to work with blood borne pathogens safely.
- Assist any employees or students under their direction in the post exposure protocol and seeking appropriate medical attention.
- Ensure that any incidents or near misses are reported to EHSO at 204-474-6633.

It is the responsibility of the Environmental Health and Safety Office (EHSO) to:

- Update and maintain this document.
- Ensure all those who are exposed to human blood and/or bodily fluids are trained on this procedure.
- Report any incidents resulting in medical aid or time loss to the Worker's Compensation Board on behalf of the university.

5 Training

Only trained personnel shall handle human blood and/or bodily fluids as these items can be hazardous. Employees are required to complete the UM Institutional Biosafety Training, which includes training on this Post-Exposure Protocol.

Employees and students must also receive training specific to the types of samples and procedures they will encounter in their work. This must include the identification of known or potential biological hazards, exposure risks, safety procedures to reduce the risk of occupational exposure to blood borne pathogens, post exposure, and spill response procedures.

6 Mechanisms of Exposure

Human blood and bodily fluids can transmit pathogens and toxins via entry points through the eyes, nose, mouth, or through the skin in punctures or open wounds.

In a lab setting, all human blood and body fluids are classified as Risk Group 2 Biological Agents and must be manipulated in Containment Level 2 facilities. Aerosol generating procedures must be carried out in a biological safety cabinet certified to ANSI/NSF 49 Standards or the cabinet manufacturer's specifications. PPE including disposable gloves and a lab coat which covers the arms and torso should be worn to prevent exposure while working in the cabinet. In a clinical setting safety eyewear can be worn over the eyes to prevent exposure via a splash or spray of human blood or bodily fluids while entry to the nose and mouth can be prevented by wearing a respirator/mask. An opening in the skin caused by a cut, deep scratch, or puncture must be covered or sealed to prevent transmission of human blood or bodily fluids into the body. Absorption through the skin can be prevented by wearing lab coats and other clothing items to cover the body as well as gloves.

The prevention of exposure to blood and bodily fluids can reduce the risk of coming in contact with human pathogens and toxins and eliminate the need for a post exposure protocol.

7 Post Exposure Protocol

If a worker(s) has been potentially exposed to a human biological agent, blood, or bodily fluid through your eyes, nose, mouth, open wound, scratches, or puncture in your skin, take the following measures:

- The worker must remove themselves from immediate danger, if applicable.
- Alert other potentially affected workers.
- If skin is punctured or lacerated, wash the affected area with soap and warm water, do not force bleeding.
- Dress the wound using a sterile bandage if possible or limit further bleeding by applying pressure to the wound with a sterile compress.
- Report the incident to your supervisor.
- Immediately seek medical attention.
- The worker or the supervisor must report the incident to EHSO on or before the next working day.

NOTE:

No worker suspected to have been exposed to a narcotic substance through a sharp's incident will operate a motor vehicle. Workers may be driven to seek medical aid by another person or call 911.

8 Seeking Medical Attention

All UM employees and students who have been exposed to human blood or bodily fluids through the course of work or learning should seek medical attention **without delay** to reduce the risk to human health. Workers must report the incident to their supervisor immediately and obtain any assistance needed to access appropriate medical aid.

If the incident occurred Monday to Friday between 8:00 am and 4:00 pm, treatment can be accessed in the WRHA Occupational Environmental Safety and Health (OESH) unit at the nearest hospital. A phone call should be made to alert them that you are coming. The OESH unit occupational health nurse will complete a post exposure risk assessment, which can reduce the potential wait times. If the OESH unit cannot be reached or if the incident occurred outside of

their normal operating hours, go directly to one of the local Urgent Care or Emergency departments listed below.

Fort Garry campus staff/students:	Please go to the Victoria General Hospital. Contact OESH prior to arrival at 204-477-3322
Bannatyne campus staff/students:	Please go to the Health Sciences Centre. Contact OESH prior to arrival at 204-787-3312

What to Bring

When seeking medical attention, it is helpful to bring the required forms and information regarding the source of exposure. The package of forms should include:

- Cadham Provincial Laboratory General Requisition for bloodwork (exposed requisition)
- WRHA Evaluation of Exposure form
- WRHA Consent to Procedure, Treatment, or Investigation form

This package can be obtained from your supervisor or Faculty office or by contacting EHSO. If you are unable to acquire this package of forms immediately, proceed directly to the hospital to seek medical attention.

9 Reporting Incidents

All incidents concerning exposures to human blood and/or bodily fluids must be reported to EHSO after medical attention is sought. This includes incidents resulting from contact with biomedical sharps or harm reduction products.

Any incident which, under different circumstances, had the potential to cause an injury or exposure is a Near Miss under the Incident Reporting and Investigation Procedure and must be reported to EHSO.

Any biomedical sharps or harm reduction products found improperly disposed in or near a University of Manitoba managed space is a reportable incident under the Incident Reporting and Investigation Procedure that must be reported to EHSO. (Please see the Sharps Handling and Disposal Procedure for instructions to collect improperly disposed sharps.)

10 References

Winnipeg Regional Health Authority – Occupational and Environmental Safety & Health
The Human Pathogens and Toxins Act

11 Document History

Version Number	Version Date	Description of Change	Author
1	2023-06-12	Initial Release	Delaine Russo