

Blood Borne Pathogen Exposure (BBP/Needle Stick) Protocol

The following steps should be followed when an employee has an exposure to blood or other body fluids. The strict adherence to these steps will help us to provide effective, quality care for the employee.

Time is of the essence! If post-exposure prophylaxis (medication) is needed, it must be given within 45 minutes of the exposure (some say it may be given up to 2 hours after the incident). Either way, the first and foremost issue is to determine the source risk. Treatment for the employee will depend on the exposure incident itself, risk factors associated with the exposure, and resulting lab work.

1. Information from source*

- Inquire about any known risk factors that the source may have as well as their vaccine status related to Hepatitis B.
- Obtain the source's full name, maiden name, phone number(s), address, birth date, and social security number.
- Ask the source if they would be willing to be tested. If you are uncomfortable asking the source about their willingness to submit to blood testing or about their potential risk factors, we can call them ourselves.

2. Information from the employee**

- Obtain the employee's full name, maiden name, phone number(s), address, birth date, social security number.
- Employee will be asked to provide as much information about the incident as possible: how the exposure occurred, the instrument that penetrated the skin if applicable (e.g. needle, solid bore instrument, etc...), what the instrument was used for and when it was last used, when the exposure occurred, and what the employee did after the exposure (e.g. Did they wash the site? With what?).

3. Booking appointment at Kaiser Permanente:

- **During regular business hours** call the Occupational Medicine Department on (707) 571-3000, for a same day appointment.
- **After hours please direct your employee to our emergency room.** It is important the employee be seen in a timely manner. The Emergency Department personnel will provide initial treatment and will direct your employee to follow-up with the Occupational Medicine Department.
- Please advise the employee that when they arrive for their appointment, they will need to complete paperwork, including a DFR (Doctors First Report of Injury or Illness) and IVQ (Industrial Visit Questionnaire).

4. It may be helpful to let both the employee and the source know the following:

- They will receive blood tests for HIV and Hepatitis B and C. These tests are free to both parties and the results are confidential.
- We will notify the involved parties of the results in two to three weeks.

*Source is the individual from whom the exposure occurred. The source may be "unknown".

**Employee is the employee who has been exposed to the blood borne pathogen.