
	<b>GILES CHEMICAL ~ PREMIER MAGNESIA</b>		
	<b>Company Procedure</b>		
	Title: <b>Blood Borne Pathogens (BBP) Spill Response Procedure</b>	Number: <b>S12-PR-200-006</b>	
	Owner: <b>Hunter Douglas</b>	Revision: <b>3</b>	
	Effective Date: <b>9/23/2015</b>	Page: <b>1 of 3</b>	

### 1.0 Purpose:

The purpose of this procedure is to provide employees instruction on how to properly clean and disinfect an area that has been contaminated with bodily fluids (i.e. small amounts of blood or vomit). It is important that these steps are followed due to the potential risk of pathogens that may be present in bodily fluids.

### 2.0 Scope:

This procedure should be performed any time there is a minor spill (from cuts, scrapes, nicks, small punctures, etc.) of bodily fluids. Major spills (more than can be cleaned with the equipment on hand) should be quarantined and the proper authorities (911 or Mountain Environmental) should be contacted to handle the cleaning.

This procedure applies to all company facilities.

### 3.0 Responsibility:

All employees are responsible for reporting the presence of any BBP contamination.

An Area Supervisor or Quality Associate must oversee all cleaning activities performed.

The Safety department is responsible for checking the BBP spill kits and restocking their inventory monthly or after an accident occurs.

Safety Department or designee is responsible for recording spill and details on the BBP Spill Log located in the BBP Spill Response binder in the GMP Library.

### 4.0 Safety Considerations:



When dealing with bodily fluids it is extremely important to avoid spreading the contamination. **ALWAYS** assume blood or other bodily fluids are infected. Never touch yourself, any other items, or areas before following all the steps listed below.

Including the materials listed below, all area PPE should be observed i.e. steel-toed shoes, and safety glasses.

Safety is a condition of employment. Employees are not authorized to work in an unsafe manner and are prohibited from harming the environment of the facility or community.

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## 5.0 Materials/Equipment:

### Materials



- Eye Protection
- Protective Gown (if necessary)
- BBP Spill Clean-up Kit (Contents Below)
  - Disposable Gloves (Latex or Nitrile)
  - Absorbent Material (Fluid Solidifier, kitty litter, oil dry, etc.)
  - 2 Small trash bags
  - Scoop
  - Personnel Hand Wipes
  - Germicidal Solution (or 10% Bleach / Water Solution)
  - Disposable Paper Towels
  - Mask

## 6.0 Procedure:

- The affected area should be quarantined to eliminate the chance spreading the hazard.
- Notify supervision of the spill.  
*Note: If an employee is to clean the contaminated area, then supervision must oversee the task.*
- Retrieve the BBP Spill kit from its storage location.
- Put on disposable gloves.
- Open one of the trash bags and set upright. (The purpose of this is to allow for the disposal of the infected materials without having to make contact with the outside of the bag.)
- Remove as much of the fluid as possible using either paper towels or absorbent material and the scoop. Always work from the outside of the spill towards the center to avoid contaminating a greater area.
- Dispose of the contaminated material in the open trash bag.
- Apply the germicidal solution liberally over the affected area. Keep the area wet with the solution for 10 minutes.
- Remove the excess solution using paper towels and dispose in the open trash bag.
- Remove soiled gloves by grabbing one glove below the cuff and pulling it down, turning the glove inside out while you remove it. Ball up the removed glove in your gloved hand. Insert your thumb under the cuff of your gloved hand and remove the other glove, turning it inside out as it comes off.
- Dispose of gloves in the open trash bag. Tie the bag closed and insert it into the second bag. Tie the second bag shut and dispose in a regular trash receptacle.
- Thoroughly wash hands with soap and hot water.

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## **Training**

All employees are to receive BBP training upon hire and annually thereafter.

## **Record Keeping**

Records of all BBP spills and clean-up are to be kept for a minimum of 3 years and are located in the BBP Spill response binder which is located in the GMP Library and maintained by the Safety department.

### **7.0 Reference Documents:**

*BBP Spill Response Log (S12-PR-200-F006)*

### **8.0 Change Information:**

Complete Document Revision

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