**New OFD 006b Exposure Tracking Document Procedures**

**When clicking on the IOD 006b Exposure Tracking Document Landing Page, the following information will be collected:**

1. Exposed Employee Name
2. Date of Exposure
3. ID #
4. Assignment
5. Shift
6. Primary IDCO
7. EPCR Incident #
8. Date

**The following checklist will follow:**

1. Decontaminate
2. Call CHI OUCH Nurse to determine type of exposure
3. The user will then be directed to choose between “**True Exposure**” or “**Potential Exposure**” which will be “nested checklists” as follows:

**True Exposure Form Tracking Document**

1. Confirm Source – Patient blood draw with OUCH Nurse
2. Complete OFD 184
3. Report for blood draw as directed by OUCH Nurse
4. Complete Exposure tab in ePCR
5. Bag & Tag clothing if applicable - send email to PSS with pick-up location
6. Notify the on-duty PSS via phone at 402-660-1060
7. PPE has been cleaned per SOP SWD 1-0
8. Document in Company Day Book and on your Personnel Record

**Potential Exposures and Contamination Only Tracking Document**

1. Decontaminate self- wash, flush as soon as possible
2. Bag & Tag clothing if applicable - send email to PSS with pick-up location
3. Complete OFD 184
4. PPE has been cleaned per SOP SWD 1-0
5. Document in Company Day Book and on your Personnel Record