



Training Solutions, Delivered!

HOSPITALITY OSHA 7: Bloodborne Pathogens Training

**Leader's Guide, Fact Sheet
& Quiz**

Item Number: 5079
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This easy-to-use Leader's Guide is provided to assist in conducting a successful presentation.

PREPARING FOR THE MEETING

Here are a few suggestions for using this program:

- a) Review the contents of the Fact Sheet that immediately follows this page to familiarize yourself with the program topic and the training points discussed in the program. The Fact Sheet also includes a list of Program Objectives that details the information that participants should learn from watching the program.
- b) If required by your organization, make an attendance record to be signed by each participant to document the training to be conducted.
- c) Prepare the area and equipment to be used for the training. Make sure the watching environment is comfortable and free from outside distractions. Also, ensure that participants can see and hear the TV screen or computer monitor without obstructions.
- d) Make copies of the Review Quiz included at the end of this Leader's Guide to be completed by participants at the conclusion of the presentation. Be aware that the page containing the answers to the quiz comes before the quiz itself, which is on the final page.

CONDUCTING THE PRESENTATION

- a) Begin the meeting by welcoming the participants. Introduce yourself and give each person an opportunity to become acquainted if there are new people joining the training session.
- b) Introduce the program by its title and explain to participants what they are expected to learn as stated in the Program Objectives of the Fact Sheet.
- c) Play the program without interruption. Upon completion, lead discussions about your organization's specific policies regarding the subject matter. Make sure to note any unique hazards associated with the program's topic that participants may encounter while performing their job duties at your facility.
- d) Hand out copies of the review quiz to all of the participants and make sure each one completes it before concluding the training session.

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FACT SHEET

LENGTH: 11 MINUTES

PROGRAM SYNOPSIS:

Hospitality workers can be exposed to blood and other body fluids in a variety of ways when they are handling laundry, cleaning rooms, doing maintenance tasks or performing other job duties. To prevent such an exposure from causing an infection with a virus such as hepatitis and HIV, they need to understand what bloodborne pathogens are and how they can protect themselves from them. That's the point of this program—to show viewers how to recognize exposure situations and take the necessary precautions to minimize the risk.

Topics include preventing occupational exposures, wearing latex or rubber gloves, handling laundry and sharp objects, cleaning and disinfecting contaminated areas and first aid and medical treatment for exposed workers.

PROGRAM OBJECTIVES:

After watching the program, the participant will be able to explain the following:

- What bloodborne pathogens are and why they are so dangerous;
- How and why to wear latex or rubber gloves to prevent exposure;
- How to properly handle laundry and sharp objects;
- How to clean and disinfect contaminated areas properly;
- What to do in the event of an exposure.

INSTRUCTIONAL CONTENT:

INTRODUCTION

- Exposures to blood and other body fluids occur across a wide variety of occupations. Health care workers, emergency response and public safety personnel, and other workers can be exposed to blood through needlestick and other sharps injuries, mucous membrane and skin exposures. It's also possible to be exposed in your industry.
- The pathogens of primary concern are the human immunodeficiency virus (HIV), hepatitis B virus (HBV) and hepatitis C virus (HCV). These viruses cause diseases that can lead to death.
- By following the procedures outlined in this program, you'll dramatically reduce your chances of being exposed to or infected with these deadly viruses.
- They're called bloodborne pathogens because exposure usually occurs from contact with blood, but not always. Other body fluids can contain these viruses as well.
- The first rule to remember is to treat all blood and body fluids as if they are contaminated. Don't take chances. Serious diseases require serious attention.
- Your employer must provide access to your company's Bloodborne Pathogens Exposure Plan. If you want or need more information about this plan, ask your supervisor.

PREVENTING OCCUPATIONAL EXPOSURES

- An occupational exposure refers to an exposure that may occur during the performance of your regular job duties. The industry you are in and the job duties you perform may result in an occupational exposure.
- Contaminated needles, broken glass, blood or other hazards may be present in your work area. Regardless of the hazard you need to take steps to prevent exposure.
- Remember, everyone on site isn't trained to respond to every bloodborne pathogens exposure. You should never take a chance or guess when your health and safety are involved. There are trained personnel on property who are authorized to handle larger exposures. If you are unsure, ask your supervisor. Again, don't take a chance.

WEARING GLOVES

- Always wear rubber or latex gloves when handling used linen or cleaning the bathroom. It's good policy wear them during the entire room cleaning process. Even if there are no visible potential bloodborne pathogen exposures, these gloves will help protect you.

- Always discard the gloves after use or after a contamination incident. You must remove gloves in the proper way to prevent your unprotected skin from contacting the outside, or contaminated portion of the gloves.
- After removing the gloves, wash your hands with an anti-bacterial soap. Washing your hands frequently throughout the day will also help prevent exposure.

HANDLING LINEN & OTHER LAUNDRY

- Never reach your hand into a trash can. Remove the contents by lifting out the bag or liner.
- Always be prepared when handling clothing, towels, bedding or linen. There may be sharp objects present that you cannot see. An improperly discarded needle or contaminated glass could be hidden in sheets or a towel; beware.
- Sheets, bedspreads, towels or linens contaminated with blood or other body fluids should be handled with care.
- When handling filled-biohazard bags, use caution. Never use your hands to support the bottom of the trash liner. Always carry the bags from the top and keep them away from your legs while walking.
- All contaminated waste must be placed in closeable, leak-proof bio-hazard containers. Do not overfill these containers.
- These items must never be thrown in the regular trash. An authorized service is authorized for biohazard removal.

HANDLING SHARP OBJECTS

- If you find contaminated sharp objects such as broken glass, notify your supervisor. They will advise you how to proceed.
- Never handle broken glass with your bare hands. Use tongs or a broom and dustpan to pick up the glass. Place the broken glass in a sharps container or other approved location.
- If you find a hypodermic needle, beware. These items should also never be touched by your bare hands. Use tongs and dispose of the needle in a sharps container.
- Sharps containers must be stored out of the reach of the public and in a location where the shortest person in the area can see the top of the container. This prevents a blind spot at the top of the container where sharps could possibly be sticking out exposing someone to cuts or needlestick injuries; otherwise, they must be stored in a locked closet.

RESPONDING TO LARGER EXPOSURES

- If you ever have any question about what PPE to wear to prevent an exposure incident, stop what you are doing and ask your supervisor.
- Remember, everyone is not authorized to respond to everything. There are designated personnel on your property trained to respond to larger exposures.

There is more PPE required for these types of exposures. Items such as an apron and shoe covers are suggested in addition to gloves.

CLEANING & DISINFECTING CONTAMINATED AREAS

- An absorbent material should be sprinkled onto any blood present and be allowed to stand for at least one minute. Make sure you cover the entire affected area.
- Once the blood has become gel, remove it safely and place it in the biohazard trash bag. Ensure that contaminated materials touch only the inside of the bag.
- Work your way from the ground up. Then, disinfect the contaminated area. Spray approved disinfectant and let it stand for the length of time advised on the label.
- After wiping up, place towels, any other contaminated items and the red biohazard bag with the gelled blood, inside another red biohazard bag.
- Then, place your gloves inside as well. Remember, remove your gloves without touching the outside, exposed surface.
- The biohazard bag must be disposed of properly. Then wash your hands, wrists and arms vigorously with an anti-microbial hand wash.

FIRST AID & MEDICAL TREATMENT

- Generally, minor first aid procedures such as those administered for small cuts or abrasions require only rubber or latex gloves for protection.

- We always need to be prepared for potential hazards and by doing so, we can minimize risk. In the event of an exposure incident such as a needle stick, contamination of the mouth, eye, mucous membrane or other puncture of the skin, wash the exposed area with water, report it to your supervisor immediately and seek medical attention as quickly as possible.
- Fast action is the key to prevention. Post exposure evaluation and follow up programs will be made available to you should you be exposed to bloodborne pathogens.
- Medical records are confidential and only certain information may be provided to your employer. At no time will the results of any testing or other medical evaluation be reported to your employer.
- Your doctor will discuss all pertinent evaluations any diagnosis with you. Your rights and confidentiality are protected.

SUMMARY

- It's your responsibility to follow your company's rules and exercise good judgement when handling laundry, clothing or working with any contaminated surface or area.
- Follow the rules. Wear the required personal protective equipment. Take a personal responsibility for safety and do your part.
- If you want more information regarding bloodborne pathogens or how to prevent an exposure incident, ask your Supervisor. They'll be glad to help.

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ANSWERS TO THE REVIEW QUIZ

1. d

2. b

3. b

4. d

5. d

6. c

7. d

8. b

9. a

HOSPITALITY OSHA 7: Bloodborne Pathogens Training
REVIEW QUIZ

The following questions are provided to determine how well you understand the information presented in this program.

Name _____ Date _____

1. Which of the following can be contracted from contact with bloodborne pathogens?
 - a. Hepatitis B
 - b. Hepatitis C
 - c. HIV
 - d. All of the above

2. People performing first aid must follow the same precautions as trained Emergency Medical Personnel.
 - a. True
 - b. False

3. Bloodborne pathogens are only present in blood.
 - a. True
 - b. False

4. Which can help prevent exposure to bloodborne pathogens?
 - a. Latex gloves
 - b. Goggles
 - c. Hand washing
 - d. All of the above
 - e. Answers a and b only

5. Which of the following presents a risk for a bloodborne pathogens exposure?
 - a. Broken glass
 - b. Contaminated needles
 - c. Blood
 - d. All of the above

6. HIV can lead to what disease?
 - a. Hepatitis B
 - b. Hepatitis C
 - c. AIDS
 - d. All of the above

7. HIV can be transmitted by _____.
 - a. Contact with blood
 - b. Contact with body fluids
 - c. Casual Contact
 - d. Answers a and b only

8. Broken glass can be picked up with your hands if you wear gloves.
 - a. True
 - b. False

9. All human blood should be treated as if infected with bloodborne pathogens.
 - a. True
 - b. False