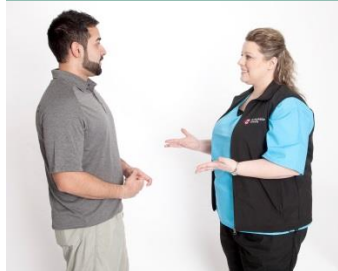


Post Blood/Body Fluid Incident Response

Hints and Tips for Stewards & JOHSC Representatives

BC Nurses' Union Stewards (BCNU Stewards) and Joint Occupational Health and Safety Representatives (JOHSC reps) have a crucial leadership role at the worksite. The information below will assist you with ensuring appropriate support for members when a blood/body fluid exposure occurs in the workplace and provide immediate assistance to the member. (NOTE: This is not the formal investigation process.) You will need your completed resource contact list (attached) readily available to provide appropriate contact information to the member.

Connect With The Member



Contact the member(s) involved as soon as you become aware of the incident. Your goal is to ensure the member has a point of contact and is aware of the resources available to them. There are a number of reporting steps that will need to be completed. The member may require your support and guidance to navigate this process or connect with additional assistance. Your initial discussions will need to cover the following, including whether:

- the member sought immediate clinical assessment and/or First Aid following the exposure (Anti-retroviral prophylaxis are most effective when started within two hours)
- the incident has been reported using the employee incident reporting process for the worksite, even if there is no immediate injury or illness (Emphasize the importance of reporting and documentation.)
- they started a WorkSafeBC claim for medical treatment or time lost from work (Discussion point: delayed reporting can affect the claim.)
- the member has created a permanent record of exposure by completing the WorkSafeBC Exposure Registry form available online at www.worksafebc.com (Exposure to a harmful substance may result in an occupational disease/illness months or even years after the exposure. Future claims adjudication will rely on this documentation.)

It is good practice for the member to maintain a health record at home and to see their general practitioner after an exposure.

If the member answers 'No' to any of the above, link them with the appropriate resources (see attached resource contact list) or BCNU for further assistance. Provide them with your contact information, if they have questions or need further help.

NOTES:

Connect with the Manager/Supervisor



Meet with the Manager/Supervisor. Your goal is to inquire what has been done to make the situation safe and protect staff in the immediate future (for example, the next shift, next 24 hours, over the weekend, etc.) until a formal investigation is initiated and more permanent solutions have been implemented. Your discussions may need to cover the following (depending on how the exposure happened), including whether:

- specific safety interventions are in place for staff
- there is a strategy in place to communicate the risk and safety interventions from shift-to-shift (verbal and/or written) Kardex, safety huddles, etc.
- other safety implementations are in place such as:
 - o appropriate safety engineered syringes/sharps
 - o eye wash station
 - o splash guards
 - o sharps containers
 - o other necessary PPE (Personal Protective Equipment)

❖ *Let the Manager/Supervisor know how to contact the BCNU Steward and/or JOHSC rep for the investigation process.*

❖ *If you have concerns about safety measures that have, or have not, been implemented, contact BCNU for further assistance.*

NOTES:

Connect with the Unit



Talk with team members on the unit. Your goal is to check in with the unit to see if they feel the situation has been made safe. Your discussions may need to cover the following, including whether:

- they are aware of the safety measures that have been put in place
- they have been informed who to call and steps to take if safety interventions are not working
- they are aware of the process to refuse unsafe work (If available, provide member with a BCNU right to refuse unsafe work pocket card.)

Protect team members on the unit

NOTES:

Communication: If you are unsure or need help, call the BCNU OH&S department for assistance at (604) 433-2268 or toll-free at 1-800-663-9991. In addition, notify your Regional OH&S Representative and/or your Regional Chair.

Worksite:

Workplace First Aid

Where to go for first aid: _____

How to call for first aid: _____

Incident reporting

1) Site Specific Employee Incident Reporting to employer

Check and complete as applicable:

Paper Report Location: _____

Electronic Report Location: _____

Workplace Health Call Centre #: _____

2) WorkSafeBC Dial-a-claim: 1-888-WORKERS or 1-888-967-5377

Critical Incident Stress Debriefing

Employee and Family Assistance Program: _____

WorkSafeBC - Crisis Support Line: 1-800-624-2928
(24 hours a day, 7 days a week, 365 days a year)

Other: _____

Employer Workplace Health and Safety

Advisor / Consultant (if applicable)

Name: _____

Phone: _____

Email: _____

WorkSafeBC Prevention Line: (604) 276-3100 or 1-888-621-7233 toll-free

BCNU Region:

Regional OH&S Representative

Regional Chair

Phone: _____

Phone: _____

Email: _____

Email: _____

BCNU Office: (604) 433-2268 or toll-free at 1-800-663-9991

BCNU Labor Relations Officer Name: _____

BCNU OH&S department