

Procedure for blood and body fluids exposure

Care must be taken to prevent accidental puncture wounds and cuts to the personal service worker and clients from needles, razors, glassware, or other instruments. If an accidental blood or body fluid exposure occurs:

1. Allow the wound to bleed freely.
2. Wash hands and put on gloves.
3. Gently wash the area with soap and warm water, taking care not to scrub. For splashes of blood or body fluids on mucous membranes (e.g., eyes, nose, mouth), flush the area thoroughly with cold water.
4. Apply a skin antiseptic and cover the wound with a sterile dressing or bandage, where applicable.
5. Advise exposed person to monitor for signs of infection such as redness, swelling, pain, or warmth around the wound.
6. Advise exposed person to contact a health care provider.
7. Record the details of the incident on the provided form.
8. Accidental exposure to blood/body fluids records are to be kept on-site in a secure location for one year and retained and kept readily available in a secure location for an additional two years.

Surfaces exposed to blood or body fluids.

1. Put on appropriate personal protective equipment. At a minimum, wear single-use disposable gloves for cleaning and disinfecting spills.
2. Contain the spill using an absorbent material, such as disposable paper towels.
3. Manually clean the area with friction to remove blood or body fluids.
4. Disinfect the area using a low-level disinfectant. Follow the manufacturer's instructions for contact time and proper dilution of the disinfectant.
For large blood spills, high-level disinfection (e.g. 1:10 bleach and water solution) is to be used to disinfect the area.
5. Remove personal protective equipment, including gloves and wash hands.

Equipment/instruments exposed to blood or body fluids.

Reusable equipment and instruments must be cleaned and disinfected prior to reuse. Single-use equipment and instruments that become contaminated must be immediately discarded.

Accidental Exposure to Blood/Body Fluids Form



Hamilton

Business name: _____

Address: _____

Phone number: _____

Date of incident: (dd/mm/year)	Details of person exposed: <ul style="list-style-type: none">• Full name• Address• Phone number	Details of accidental exposure: <ul style="list-style-type: none">• Service being provided during exposure• Location on body where exposure occurred• Details of how blood/body fluid exposure occurred	Actions taken: <ul style="list-style-type: none">• Follow-up action taken on client/employee• Follow-up action taken with equipment/instruments involved	Details of employee involved in exposure: <ul style="list-style-type: none">• Full name• Phone number

Reference: Ontario Regulation 136/18: Personal Service Settings, s. 14

Adapted from Niagara Region Public Health & Emergency Service, Environmental Health with permission

*Records shall be kept on-site in a secure location for one year and retained and kept readily available for an additional two years.

*This form is to be used when clients and/or employees have been exposed to blood/body fluids due to cuts, burns, or other injuries.

For more information visit hamilton.ca/PersonalServiceSettings or contact Hamilton Public Health Services Infection Prevention and Control Program at 905-546-2063