



## **ENVIRONMENTAL HEALTH & SAFETY OFFICE**

**SUBJECT:** Bio Hazardous Material Cleanup Protocol

### **I. PURPOSE**

The purpose of the procedure is to provide guidance for the clean-up of blood and body fluids on campus.

### **II. SCOPE**

This procedure applies to all Sam Houston State University (SHSU) employees and contractors who must clean up blood and body fluids as a part of their assigned duties as SHSU employees.

### **III. EXCEPTIONS**

There are no exceptions to the procedure.

### **IV. DEFINITIONS**

Bio Hazardous Materials are: human blood, semen, vaginal secretions, cerebrospinal fluid, pleural fluid, pericardial fluid, peritoneal fluid, amniotic fluid, saliva, tissue, and organs. Also includes any other human body fluids that are visibly contaminated with blood (urine, feces, nasal secretions, vomits, etc.).

### **V. RESPONSIBILITIES**

#### **A. THE ENVIRONMENTAL HEALTH & SAFETY OFFICE**

The Environmental Health & Safety Coordinator is responsible for the developing the protocol for spill cleanup. The Environmental Health & Safety Coordinator may also supply training materials and training.

#### **B. DEANS, DIRECTORS, DEPARTMENT HEADS**

Deans, Directors and Department Heads are responsible for ensuring this policy is followed.

#### **C. SUPERVISORS**

Supervisors are responsible for training and assigning employees to cleanup bio-hazardous spills and for ensuring this procedure is followed.

#### **D. EMPLOYEES**

Employees who are assigned to cleanup bio hazardous spills shall follow this procedure. Employees who are not assigned clean up duties shall report bio hazardous spills and prevent others from entering the area of the spill.

## **VI. REQUIREMENTS**

Caring for an accident victim is just the start of eliminating the risk of blood borne diseases from an accident area. A potential hazard still exists until the area is cleaned of all blood and body fluids, and the contaminated cleaning equipment has been disinfected and disposed of safely and correctly. **Only designated and trained individuals should clean up blood and body fluids.** Contact the Custodial/Grounds Department for the designated individual in your area. The Athletic Department, the Health Center and the Recreational Sports Department should have trained individuals on staff that can cleanup bio hazardous materials within their facilities.

### **Cleanup procedure:**

1. Restrict access to the area.
2. Use safety glasses and gloves (latex or nitrile) as a minimum. Additional personal protective equipment (leak-proof suit or apron and splash protection) may be needed.
3. Apply a disinfectant to the spilled blood. Use a 10% bleach water solution if nothing else is available.
4. Clean using disposable absorbent paper towels, working from the outside in towards the center of the spill.
5. After cleaning is complete, disinfect any tools or mops that were used in the process, otherwise you may spread viruses to other areas.
6. Put all contaminated towels, waste, gloves and personal protective equipment in a red biohazard bag or any other appropriate sealed, labeled, leak proof container. The container **MUST** be marked as biohazard and or have the universal biohazard symbol. This is regulated waste; you must call the Environmental Health & Safety Coordinator 4-1921 to dispose of the bag or container.
7. After discarding gloves wash hands thoroughly, or use a hand sanitizer.

## **VII. TRAINING**

Only designated and trained individuals should clean up blood and body fluids.