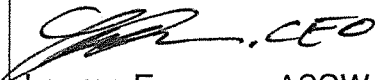


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| CHAPTER Human Resources | CHAPTER 05 | SECTION 003 | SUBJECT 10 |
| SECTION Health and Safety | | DESCRIPTION Hepatitis B Vaccine | |
| WRITTEN BY Richard J. McClain, M.S.W. Chairperson, SICC | REVISED BY Lisa Ruddy, BS, CHES QI Coordinator | AUTHORIZED BY  Lauren Emmons, ACSW CEO | |

APPLICATION:

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|--|---|--|---|
| <input checked="" type="checkbox"/> CMH Staff | <input type="checkbox"/> Board Members | <input type="checkbox"/> Provider Network | <input checked="" type="checkbox"/> Employment Services Providers |
| <input type="checkbox"/> Employment Services Provider Agencies | <input checked="" type="checkbox"/> Independent Contractors | <input checked="" type="checkbox"/> Students | <input checked="" type="checkbox"/> Interns |
| <input checked="" type="checkbox"/> Volunteers | <input type="checkbox"/> Persons Served | | |

POLICY:

Lapeer County Community Mental Health (LCCMH) provides vouchers for the Hepatitis B Virus (HBV) vaccine to workers who may be exposed to blood or body fluids while on the job.

STANDARDS:

A. Effective March 6, 1992, the Federal Occupational Safety and Health Administration (OSHA) standards require health care employers provide HBV vaccine free of charge to workers who are exposed to blood or body fluids while on the job.

1. OSHA Standards require employers to offer the HBV vaccine within 10 days of hire to employees who are at risk or can be exposed to Hepatitis carriers.
2. Scope and application 29 CFR 1910.1030(a) defines the range of employees covered by the standard:

Since there is no population that is risk free for HIV or HBV infectivity, any employee who has occupational exposure to

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blood or other potentially infectious material will be included within the scope of this standard.

- B. OSHA Standards require all employees attend a total of one hour of in-service per year on the subject of blood borne pathogens, in addition to the initial training upon hire.

PROCEDURES:

- A. LCCMH provides an initial in-service training to all new employees, and then annually on the topic of blood borne pathogens, which includes HBV. The training includes:
1. Universal Precautions
 2. Identification and use of devices to isolate or remove blood borne pathogens hazard from the workplace (i.e., sharps disposal containers, self-sheathing needles)
 3. Use of Personal Protective Equipment (PPE)
 4. Identification of ways to reduce the possibility of exposure
 5. An explanation of HBV
 6. Availability of HBV vaccine to all employees who are exposed to blood or body fluids
 7. What to do if an exposure incident occurs
 8. Labels and Signs that communicate hazards
- B. LCCMH employees will initial the New Employee Orientation Checklist (Form #293) to indicate completion of initial training.
- C. The Human Resources (HR) Department will assign blood borne pathogens training through the online training system annually.
- D. The HR Department will offer each LCCMH employee the HBV vaccine upon hire.

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1. Employees will complete and sign LCCMH Form #208 indicating their decision to receive or refuse the vaccine.
2. Vaccines will be given at the Lapeer County Health Department (LCHD).
3. All students, interns, and volunteers of LCCMH will be offered the same training and the choice of receiving the HBV vaccine free of charge.
 - i. If a student/intern's school requires the HBV vaccine, it will not be provided free of charge by LCCMH.
 - ii. Students, interns, and volunteers will be required to complete LCCMH Form #208 indicating their decision to receive or refuse the vaccine.
4. Prior to going to LCHD, the employee, student, intern or volunteer must obtain a payment authorization from the HR Department. The cost of the HBV vaccine will be paid by LCCMH directly to the LCHD.
5. The HBV vaccine is a three-vaccine series. Should the employee terminate their position or the student, intern or volunteer complete their service prior to completing the series, the cost for the remainder of the series will be the responsibility of the individual involved.
6. If the employee declines the HBV vaccine, they may choose to have the vaccine at a later date, at no cost to the employee.

LR

This policy supersedes
#12/93058 dated 12/14/1993.
