



**CHEVY CHASE
VILLAGE
POLICE
DEPARTMENT**

Police Chief: John Fitzgerald

**GENERAL ORDER: 5-63 BLOODBORNE AND AIRBORNE
PATHOGENS**

DATE: 11/30/2015 Pages: ♦ New ♦ Amended ♦ Revised

I. POLICY

The policy of the department is to ensure the safety of employees and the public who may come into contact with anyone who has, or is suspected of having, a communicable disease, while still providing essential police service to the community. This directive is based upon the adoption of universal precautions as a method of infection control, which assumes that all human blood and certain bodily fluids and tissues are potentially infectious.

II. PERSONNEL EXPOSURES: PREVENTION AND RESPONSE

A. Precautions

1. Disposable gloves should be worn when handling any persons, clothing, or equipment with blood or other bodily fluids on them or when the employee has open wounds, cuts, or breaks in the skin of the hands. Any gloves found to have rips, tears, or defects must be discarded and replaced. Employees should be aware that rings, jewelry, or long fingernails may tear the gloves.
2. Plastic mouthpiece resuscitation devices should be used whenever an employee performs CPR (cardio-pulmonary resuscitation).
3. Masks, protective eyewear and gloves should be worn if there is a likelihood of blood or fluid splattering.
4. Employees should be aware that certain prescribed medications, such as steroids and asthma medications, may suppress their immune systems and make them more susceptible to infectious disease. Employees should consult with their private physician if they are taking prescription drugs.

B. Communicable Disease Kits

1. Station Kit

- a. Location - There is a kit in the wall cabinet near the fingerprint machine in the report

area at the station.

- b. Responsibility - The Lieutenant is responsible for ensuring that the kit is available and all items are serviceable. The kit will contain:

- Bleach (kept in an opaque container in a cool place)
- Spray bottle
- Measuring cup
- Mixing container
- Antibacterial soap
- Eye protection
- Mouth protection
- Isopropyl alcohol (70%)
- Hydrogen Peroxide (3%)
- Germicidal cleaner (Citra II Hospital Germicidal Cleaner)
Note: This germicidal has a 10 minute kill time once applied.
- Disposable gloves (latex surgical grade or vinyl)
- Red infection control bags
- Biohazard labels
- Red biohazard puncture resistant container (1 small, 1 large)
- Sergeant Safety Tube (3)
- Cleaning solution (Calstat)
- Long tongs

2. Cruiser Kits

Each police car shall be equipped with the following items:

- CPR mask
- Cleaning solution (Calstat)
- Disposable gloves
- Sharps containers
- Face masks
- Eye Protection

C. Exposure Procedures—Employees

1. It is recommended that employees wear disposable gloves during the cleansing process.
2. Any unprotected skin surfaces that come into contact with blood or body fluids shall be immediately and thoroughly washed with warm running water and soap for five minutes before rinsing and drying.
 - a. Cuts can be treated with 70% isopropyl alcohol or 3% hydrogen peroxide.
 - b. Department-supplied cleaning solution (i.e., Calstat) may be used if soap and water are unavailable.

The above solutions are available in the Station Communicable Disease Kit (refer to section II.B).

D. Significant Exposure—Employees

1. Significant exposure occurs when there is:
 - a. A needle stick, puncture, or cut.
 - b. Contact with skin that is chapped, abraded, or has dermatitis.
 - c. Contact that is prolonged or covers an extensive area with blood or body fluid.
 - d. Contact with blood contaminated saliva.
 - e. Blood or body fluid contact with mucous membranes (mouth, nostrils, eyes).
2. Steps to take when a significant exposure occurs:
 - a. Wash the area as soon as possible. Scrub for five minutes with soap and water. If water is unavailable, scrub with the cleaning solution (Calstat) or an antiseptic hand cleanser, to be followed as soon as possible with soap and water. Contaminated mucous membranes such as mouth, nose, and eyes should be irrigated for up to 15 minutes with water or normal saline.
 - b. The employee will report the exposure to the employee's supervisor and complete a Workers' Compensation Commission Employee's Claim Form.
 - c. The employee's supervisor will make a first report of injury report over the phone to CorVel by calling [REDACTED] (inform them that we are Chevy Chase Village; our code is CCV01).
 - d. Medical treatment should be obtained within one to two hours, or as soon as feasible,

after the exposure for the treatment to be effective. The employee should not delay getting an assessment and treatment for the exposure. Medical help should be sought according to the below:

- Between the hours of 0800 and 1930, Monday through Friday; 1000 and 1700, Saturday and Sunday and most holidays, the supervisor will direct the employee to Medical Access, [REDACTED] for an evaluation. The supervisor shall contact Medical Access representatives [REDACTED] prior to the employee's arrival.
- Outside of the above hours, the supervisor will direct the officer to Emergency Department Suburban Hospital (preferred due to its proximity to the Village) or any other local hospital. The supervisor will contact the Medical Access physician (Dr. Takhar) at [REDACTED] and advise the doctor that the employee is going to a local hospital. Dr. Takhar will follow up with the medical staff at the hospital.

E. State Law (Health Article, §18-213) requires that law enforcement officers, as well as the officer's agency, be notified when an officer comes into contact with a person diagnosed as having a contagious disease or virus (including AIDS, Hepatitis B, Tuberculosis, etc.).

1. This notification must be made by the attending physician or medical care facility.
2. In order for the medical care facility to make this notification, all employees who come in contact with individuals who are later transported to a medical care facility will need to advise the emergency room staff of their name, ID number, and duty telephone number. The patient's admission chart will then be annotated with this information.
3. After blood tests have been performed on the patient, and if the results are positive, a representative from the medical care facility will:
 - a. Notify the employee, via telephone or in writing, that a possible exposure has occurred, and
 - b. Notify the Lieutenant who will maintain a confidential record of the following: the employee's name, date of occurrence, name of notifying individual, name of medical

care facility, and date of notification. The Lieutenant will contact the employee involved to ensure the employee has been notified of the exposure. The confidential record of the event will be annotated to reflect the date of this notification.

F. Mandatory HIV Testing (Criminal Procedure §11-110 and §11-112)

Maryland law provides for court-ordered HIV testing of a person who is responsible for a 'prohibited exposure' (a criminal act resulting in an exposure to blood or bodily fluids as defined in §11-109. In such cases, the victim of the exposure (police officer or a crime victim) must make the request in writing to the State's Attorney's Office to get the process started.

Employees shall notify their supervisor immediately if they believe they have been exposed to blood or bodily fluids. Supervisors shall notify the Chief of Police as soon as practical.

III. **FACILITY/EQUIPMENT/VEHICLE EXPOSURE PROCEDURES**

E. Exposure Procedures - Village Hall

1. Any area within the Village Hall that has been contaminated by blood or other body fluids will be cleaned with a disinfectant of 1 part fresh bleach to 10 parts water for 20 minutes.
2. Materials, including upholstery, not compatible with bleach can be cleansed with a commercial germicidal cleaner.
3. When it becomes necessary to clean large blood or other bodily fluid spills within the building, employees shall contact Michael Younes, Director of Municipal Operations (DMO), regardless of the time of day or night. He will have a cleaning crew respond as soon as practical. Employees shall secure the contaminated area to prevent other persons from entering.

F. Exposure Procedures—Equipment

1. Any equipment (handcuffs, flashlights, etc.) which has been contaminated by blood or other body fluids will be cleaned with a disinfectant of 1 part fresh bleach to 10 parts water for 20 minutes. Equipment such as handcuffs should then be lubricated to ensure they remain in good working order.
2. Equipment not compatible with bleach can be cleansed with a commercial germicidal cleaner.

G. Exposure Procedures - Vehicles

1. A police vehicle that is contaminated with any bodily fluid will be cleaned and disinfected by a private contractor. Officers will notify their supervisor and shall contact the DMO regardless of the time of day or night. Mr. Younes will call the contractor and request that they respond and clean the vehicle.
2. Officers will park the vehicle and will wrap it in "Biohazard" orange tape provided for this purpose.
4. All correspondence with the private contractor will be through the DMO; any problems or concerns with the company should be directed to the DMO.