

Legacy Employee Health Services

Post Exposure & Body Fluid Exposure or Needlestick Checklist

**Next Steps for Legacy Employees who have had
a Blood and Body Fluid Exposure or a Needlestick at work:**

- ☐ Follow the first aid instructions you were given by the nurse triage line 503-415-5820
- ☐ Report to your supervisor, manager, or charge RN as soon as possible so they can assess for a substantial exposure and find a Blood and Body Fluid Exposure Red Packet to begin the exposure process

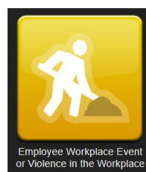


Important Note: Your manager will use Blood and Body Fluid Exposure (BBFE) Process Sheet, found in the Red Packet to facilitate source patient labs are drawn. Exposed person only needs labs or other follow up if notified by EHS. Source patient labs need to be drawn immediately.

- ☐ File an ICARE about your exposure and follow these steps:

Important Note: Review policy 600.07 for specific guidance for bloodborne exposures

- ☐ Report using the Employee Workplace Event Type



- ☐ Provide a description of the incident and patient name, MRN in the ICARE report
- ☐ Provide details: what PPE was used? What device was involved? Was the safety on the needle engaged properly? How could this be prevented from happening again? Review policy 600.07 for specific guidance for bloodborne exposure process



HELPFUL RESOURCES



[Legacy Health
Bloodborne Pathogen Exposure
Control Plan Policy 600.07](#)



ICARE



[Employee Health
Exposure Procedures](#)



EMPLOYEE HEALTH FOLLOW UP PROCEDURES

- No-cost follow up with Employee Health Services during business hours for Legacy personnel, if you seek care outside of Employee Health, please contact Broadspire about work compensation resources that might be available.
- An Employee Health Nurse will contact you 24/7 if Source patient results indicate a need for medication or follow-up or within 2 business days for routine follow-up.
- To schedule an appointment, you can use the following [link](#) to our Employee Health Services page.



**Emanuel & Randall
Children's Hospital**
2801 N Gantenbein Ave.
2nd Floor, Rm 2049
Portland, OR 97227
503-413-4282

Good Samaritan
1015 NW 22nd Ave.
5th Floor, Rm 539
Portland, OR 97210
503-413-7487

Salmon Creek
2211 NW 139th St.
1st Floor, Rm 1A -119
Vancouver, WA 98685
360-487-1070

Meridian Park
19300 SW 65th Ave.
Unit 1C
Tualatin, OR 97062
503-692-2118

Mount Hood
24800 SE Stark St.
Cascade Building, Rm A27
Gresham, OR 97030
503-674-1260

Holladay Park
1225 NE 2nd Ave.
4th Floor, Rm 456
Portland, OR 97232
503-692-2118

System Office
1120 NW 20th Ave.
1st Floor, Rm 105
Portland, OR 97209
503-415-5306

Silverton
342 Fairview St.
Rm MSC17
Silverton, OR 97381
503-874-2498



Blood and Body Fluid Exposure Overview

1. First Aid

- Skin – thoroughly wash needle sticks, cuts, or splashes to skin with soap and water for at least 5 minutes
- Eye, nose, mouth – thoroughly rinse with water or saline for at least 5 minutes

2. Exposed Person

- Report to supervisor, charge RN, or manager to assess for substantial exposure
- Use Blood and Body Fluid Exposure (BBFE) Process Sheet, found in the Red Packet
- Not required to have drug screening related to exposure
- Complete an Employee Workplace Event ICARE within 24 hours or results will be delayed

3. Source Patient Labs

- Charge RN, supervisor, or treating clinician to review section 2 of BBFE process sheet, and authorize drawing source patient labs if exposure deemed substantial
- Draw 1 SST gold top (2 gold tops preferred) and 2 EDTA lavender top from the Source Patient
- For known HIV+ source patient, add lab 'HIV RNA QUANT'
- HEPATITIS C RNA, QUANT BY PCR sample must be delivered to Lab ASAP. PCR needs to be spun by Lab and frozen right away
- Included lab slip is for the source patient. Complete highlighted areas on lab slip and fill the pink sheet out completely. Send both forms to the lab with the blood.
- Rapid HIV results will be reported to department indicated on pink sheet; add phone number to lab slip under "STAT Phone Results"
- Source patient consent is already in standard registration or can be obtained verbally and charted in an Epic narrative. Source patient results will post to Epic
- Ensure BBFE Process Sheet is filled out completely, including Employee contact information and Source Patient MRN

4. ICARE Report

- Report using the Employee Workplace Event Icon in the Icon Wall (person shoveling)
- Provide description of incident and patient name / MRN in ICARE report
- Provide details: what PPE was used? What device was involved? Was the safety on the needle engaged properly? How could this be prevented from happening again?
- Review policy 600.07 for specific guidance for bloodborne exposure process

5. Treatment

- May seek treatment at an ED or elsewhere, at own expense or by Work Comp claim
- If source patient labs are negative no further follow up or labs on exposed person
- If source patient labs are positive or unknown, exposed person needs baseline labs within 7 days

6. Employee Health

- No-cost follow up with Employee Health Services during business hours for Legacy personnel
- An Employee Health Nurse will be in contact with in the next business and please watch for a phone for lab results that need immediate action

Assessment of a Potential Exposure

- Exposures MUST be clinically assessed and documented in order to legally draw a Source Patient. (ORS 433.045; OAR 333-022; RCW 70.24.330; WAC 296-823-16010)
- Legacy Health will not initiate BBFE Source Patient labs unless exposure has been assessed and meets criteria in section 2 of the BBFE Process Sheet and/or the person has sought treatment from Employee Health, ED, or a non-Legacy clinician

Source Patient Consent

- Source Patients are not to be authorized, consented, or drawn by the Exposed Person. This is a conflict of interest and creates potential liability for the staff involved.
- Source Patient labs must be authorized by a provider, charge RN, or supervisor in Section 4 of the BBFE Process Sheet.
- Consent is part of registration and does not need to be repeated for current patients. If registration is incomplete, verbal consent must be charted into the patient EPIC record at time of draw.
- Source Patients that cannot consent and did not sign a Conditions of Registration should have their next of kin or authorized guardian contacted for consent.
- Source Patients that refuse labs may be referred by Employee Health to the local public health officer for compulsory labs by court order.

Source Patient Lab Draw

- Chart draw into Source Patient record narrative: "Labs drawn for BBFE process." Do not name the exposed personnel in the Epic record of the Source Patient.
- Draw 1 SST gold top tube (2 gold tops preferred) and at least 3 mL in 2 EDTA (lavender top). Call stat courier for delivery to lab. Use account #6399
- HEPATITIS C RNA, QUANTITATIVE BY PCR sample must be delivered to Lab ASAP. PCR needs to be spun by Lab and frozen right away.
- If a Source Patient sample from past 7 days is still available in lab, it may be used in lieu of a repeated draw.
 - If the Source Patient is a child under 5 years, the biological mother can be tested as a proxy instead of testing the child

BBFE Red Packet

- Write Source Patient MRN on the BBFE Process Sheet.
- Place Epic label of Source Patient onto the pink half-slip and write name and phone number of Exposed Person on the pink half-slip. Attach to the BBFE lab slip and send with blood.
- The Source Patient BBFE Lab Req# can be used to identify the Source by calling Serology Client Services at 503-413-1234 or at Inpatient Lab.