

Procedures for Handling All Injuries with External Bleeding

In order to ensure that all personnel handling emergencies and those who suffer from injuries are cared for and protected in the most appropriate, careful and safe manner, the following procedures are in effect:

1. ALL personnel handling injuries involving external bleeding shall wear disposable gloves. (Gloves will be available and located at strategic locations throughout each school campus.);
2. Provide proper care for the injury;
3. Place all contaminated materials (e.g., bandages, paper towels, etc.) in plastic bag, tie and place in garbage for disposal. (Locker room towels do not need to be disposed of.) Towels can be washed through regular wash cycles. Personnel responsible for the laundering of all towels shall wear gloves;
4. Soap and water shall be used to clean the majority of the blood spill. A bleach solution of 1:10 bleach to water or Lysol will be used to finish the cleaning process;
5. When the area has been thoroughly cleaned and disinfected, all soiled materials need to be placed in a plastic bag, the bag tied and placed in the garbage for disposal;
6. The plastic gloves should be removed by stripping them from the inside out. All used gloves need to be disposed of as all other contaminated materials.

Kits containing 4" x 4" bandages, gloves, soap and disinfectant have been placed in strategic locations around each school campus for use during an emergency. Please ensure that all personnel review this information and have an opportunity to clarify for understanding.