

Cocke County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Hepatitis B (HBV)	Descriptor Code: 5.402	Issued Date: 11/11/99
		Rescinds:	Issued:

1 All schools shall provide a sanitary environment and shall establish routines for handling body fluids
2 that are recommended by appropriate health professionals.¹

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4 All school district personnel shall be advised of routine procedures to follow in handling body fluids.
5 These procedures shall provide simple and effective precautions against transmission of diseases to
6 persons potentially exposed to the blood or body fluids of another. These procedures shall be standard
7 health and safety practices. No distinction shall be made between body fluids from individuals with a
8 known disease and individuals without symptoms or with an undiagnosed disease.

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10 The administration shall develop, in consultation with medical personnel, a regulation to be distributed
11 to all staff. Training and appropriate supplies shall be available to all personnel including those involved
12 in transportation and custodial services.

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14 In addition to insuring that these health and safety practices are carried out on a districtwide basis, spe-
15 cial emphasis shall be placed in those areas of school district operation that potentially present a greater
16 need for these precautions.

17 **CONFIDENTIALITY AND NON-DISCRIMINATION**

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20 In all instances, district personnel shall respect the individual's right to privacy and treat any medical
21 diagnosis as confidential information. The director of schools shall initiate procedures to insure that all
22 medical information will be held in strict confidence. Any school staff member who violates confiden-
23 tiality shall be subject to appropriate disciplinary measures.

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25 Under no circumstances shall information identifying an employee with HBV be released to the pub-
26 lic.

27 **SAFETY**

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30 Employees who are at high risk of occupational exposure shall be identified and provided with personal
31 protective equipment, including HBV vaccinations. Employees considered to be at high risk shall include
32 custodians, school nurses, special education teachers and instructional assistants, playground supervisors,
33 coaches and physical education teachers.

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35 When any employee is known to have been exposed to HBV on the job site, the employee will be noti-
36 fied immediately by a supervisor, and the Board shall provide vaccinations.

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38 The principal will ensure that an accident report is filed for all accidents. The report will include the
39 employee's name, date of the accident, an explanation of the accident and the care used in treating the
40 individual. These reports will be kept on file in the principal's office for a minimum of one (1) year.

EDUCATION AND UNIVERSAL PRECAUTIONS

HBV education, including universal precautions on handling blood and other body fluids, will be provided to all school personnel and volunteers and may include members of the Board.

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Legal References:

- 1. 29 CFR Part 1910.1030