



Brian P. Kemp
Governor

Gregory C. Dozier
Commissioner

June 21, 2021

President Martha Ann Todd
Columbus Technical College
928 Manchester Expressway
Columbus, GA 31904

Dear President Todd:

Enclosed is the approved and signed copy of the 2021-2022 Exposure Control Plan for Occupational Exposure Plan (ECP) for your College. Your ECP has been approved without need for revisions. We appreciate the hard work and dedication you and your staff have shown.

Please contact me directly at lbeck@tcsg.edu or 404-679-1666 if I can be of service to you or your college in any way with concerns you may have in these areas. We wish you a safe and secure academic year.

Sincerely,

A handwritten signature in blue ink that reads "Lisa Anne Beck".

Lisa Anne Beck
Emergency Manager

(Please send a copy to your College Exposure Control Coordinator, Donna Emmons, for College distribution.)



**Exposure Control Plan
for
Occupational Exposure to
Blood borne Pathogens
And
Airborne Pathogens/Tuberculosis**

Columbus Technical College
2021-2022

REVIEWED: *Donna J. Emmons* DATE: 05-17-21
EXPOSURE CONTROL COORDINATOR
{Columbus Technical College – Donna J. Emmons}

APPROVED: *Martha Ann Todd* DATE: May 10, 2021
PRESIDENT/EXECUTIVE
{Columbus Technical College – Martha Ann Todd}

REVIEWED: *Lisa Anne Bell* DATE: 06/15/21
EMERGENCY MANAGER
TECHNICAL COLLEGE SYSTEM OF GEORGIA

APPROVED: *Jennifer Ziegler* DATE: 4/14/21
DIRECTOR OF CAMPUS SAFETY
TECHNICAL COLLEGE SYSTEM OF GEORGIA

Contact Information for Responsible Person(s) or Department(s):

****See Occupational Exposure I.C. Program Administration - Columbus Technical College**
appendix at end of ECP.**

III. IMPLEMENTATION OF METHODS OF EXPOSURE CONTROL

A. Standard Precautions: All covered employees and covered students will use standard precautions as indicated by the task or activity.

B. Exposure Control Plan:

1. All covered employees and covered students will receive an explanation of this ECP during their initial training or academic experience, as well as a review on an annual basis. All covered employees and covered students can review this ECP at any time while performing these tasks or activities by contacting *Donna J. Emmons, Exposure Control Coordinator*. If requested, a hard copy of this ECP will be provided free of charge within 3 business days of request.
2. The ECC will review and update the ECP annually, or more frequently if necessary to reflect any new or modified tasks or activities that affect occupational exposure and to reflect new or revised employee classifications or instructional programs with potential for occupational exposure.

IV. Personal Protective Equipment:

Follow standard precautions with regard to personal protective equipment for identified Category I and II tasks. The individuals identified in I. C. are responsible for implementing and documenting the following:

- A. Appropriate personal protective equipment (PPE) is provided to covered employees at no cost and available to covered students at the student's expense. Training/recording keeping in the use of PPE for specific tasks is provided by *Donna J. Emmons, Exposure Control Coordinator*.
 - a. Types of PPE provided are:
 - i. Gloves – utility and sterile
 - ii. Gowns
 - iii. Masks/Face shields
 - iv. Goggles
- B. All covered employees and covered students using PPE must observe the following precautions:
 1. Wash hands immediately or as soon as feasible after removing gloves or other PPE.
 2. Remove PPE after it becomes contaminated and before leaving the work area.
 3. Used PPE may be disposed of in designated red biohazard bags and is picked up by Evergreen Waste Management.
 4. Wear appropriate gloves when it is reasonably anticipated that there may be hand contact with blood or OPIM, and when handling or touching contaminated items or surfaces; replace gloves if torn, punctured or contaminated, or if their ability to

VII. Housekeeping:

Follow standard precautions with regard to housekeeping for identified Category I and II tasks. The individuals identified in I. C. are responsible for implementing and documenting the following:

- A. Regulated waste is placed in containers which are closable, constructed to contain all contents and prevent leakage, appropriately labeled or color-coded, and closed prior to removal to prevent spillage or protrusion of contents during handling.
- B. The protocol for handling sharps disposal containers is: ECC/ Evergreen Waste Management
- C. The protocol for handling other regulated waste is: ECC/ Evergreen Waste Management
- D. Contaminated sharps are discarded immediately or as soon as possible in containers that are closable, puncture-resistant, leak proof on sides and bottoms, and appropriately labeled or color-coded. Sharps disposal containers are available at all lab locations (must be easily accessible and as close as feasible to the immediate area where sharps are used).
- E. Bins and pails (e.g., wash or emesis basins) are cleaned and decontaminated as soon as feasible after visible contamination.
- F. Broken glassware that may be contaminated is only picked up using mechanical means, such as a brush and dustpan.

VIII. Laundry:

Follow standard precautions with regard to laundry for identified Category I and II tasks. The individuals identified in I. C. are responsible for implementing and documenting the following:

- A. The following contaminated articles will be laundered as needed by Sherylene Edmonson in the Hartline Building Cosmetology department: towels and wash cloths.
- B. The following laundering requirements must be met (document procedures):
 - 1. Handle contaminated laundry as little as possible, with minimal agitation.
 - 2. Place wet contaminated laundry in leak-proof, labeled or color-coded containers before transport. Use either red bags or bags marked with the biohazard symbol for this purpose.
 - 3. Wear the following PPE when handling and/or sorting contaminated laundry:
Unsterile gloves.

IX. Labeling and Containers:

Follow standard precautions with regard to labeling and containers for identified Category I and II tasks. The individuals identified in I. C. are responsible for implementing and documenting the following:

- A. The following labeling methods are used in this facility: Labels and stickers provided by Evergreen Waste Management; required biohazard bags.
- B. *Barbara Gaither, Clinical Lab Manager*, is responsible for ensuring that warning labels

XI. POST-EXPOSURE FOLLOW-UP

- A. Should an exposure incident occur, contact Program Director and/or Donna J. Emmons at the following telephone number I. C. (Program Directors) or (W) 706-641-5693 (C) 706-577-8714 (ECC).
- B. An immediate available confidential medical evaluation and follow-up will be conducted and documented by a licensed health care professional. Following initial first aid (clean the wound, flush eyes or other mucous membrane, etc.), the following activities will be performed:
1. Document the routes of exposure and how the exposure occurred.
 2. Identify and document the source individual (unless the employer can establish that identification is infeasible or prohibited by state or local law).
 3. For blood or OPIM exposure:
 - a. Obtain consent and make arrangements to have the source individual tested as soon as possible to determine HIV, HCV, and HBV infectivity; document that the source individual's test results were conveyed to the employee's/student's health care provider.
 - b. If the source individual is already known to be HIV, HCV and/or HBV positive, new testing need not be performed.
 - c. Exposure involving a known HIV positive source should be considered a medical emergency and post-exposure prophylaxis (PEP) should be initiated within 2 hours of exposure, per CDC recommendations.
 - d. Assure that the exposed employee/student is provided with the source individual's test results and with information about applicable disclosure laws and regulations concerning the identity and infectious status of the source individual (e.g., laws protecting confidentiality).
 - e. After obtaining consent, collect exposed employee's/student's blood as soon as feasible after exposure incident, and test blood for HBV and HIV serological status.
 - f. If the employee/student does not give consent for HIV serological testing during collection of blood for baseline testing, preserve the baseline blood sample for at least 90 days; if the exposed employee elects to have the baseline sample tested during this waiting period, perform testing as soon as feasible.
 4. For airborne pathogen (tuberculosis):
 - a. Immediately after the exposure of covered employee or covered student, the responsible supervisor, the technical college or work unit Exposure Control Coordinator (ECC) and the authorized contact person at the clinical or work site shall be notified and should receive documentation in writing. Documentation of the incident is to be prepared the day of the exposure; on an Exposure Incident Report and Follow-Up Form for Exposure to Bloodborne/Airborne Pathogens (Tuberculosis); promulgated within 24 hours of the incident; and recorded in the Exposure Log.
 - b. The exposed covered employee/student is to be counseled immediately after the incident and referred to his or her family physician or health department to begin follow-up and appropriate therapy. Baseline testing should be performed as soon as possible after the incident. The technical college or work unit is responsible for the

- D. The following protocol is followed for evaluating the circumstances surrounding an exposure incident: A completed Incident Report is filed with Donna J. Emmons, ECC, and then submitted to Human Resources for insurance processing. The ECC will speak to the student or employee if necessary (based on individual incidences).

XIV. COMMUNICATION OF HAZARDS AND TRAINING

- A. All covered employees and covered students who have occupational exposure to bloodborne pathogens receive training on the epidemiology, symptoms, and transmission of bloodborne pathogen diseases. In addition, the training program covers, at a minimum, the following elements:
1. a copy and explanation of the ECP;
 2. an explanation of the ECP and how to obtain a copy;
 3. an explanation of methods to recognize tasks and other activities that may involve exposure to blood and OPIM, including what constitutes an exposure incident;
 4. an explanation of the use and limitations of engineering controls, work practices, and PPE;
 5. an explanation of the types, uses, location, removal, handling, decontamination, and disposal of PPE;
 6. an explanation of the basis for PPE selection;
 7. information on the hepatitis B vaccine, including information on its efficacy, safety, method of administration, the benefits of being vaccinated, and that the vaccine will be offered free of charge to covered employees and at cost to covered students;
 8. information on the appropriate actions to take and persons to contact in an emergency involving blood or OPIM;
 9. an explanation of the procedure to follow if an exposure incident occurs, including the method of reporting the incident and the medical follow-up that will be made available;
 10. information on the post-exposure evaluation and follow-up that the employer/college is required to provide for the covered employee or covered student following an exposure incident;
 11. an explanation of the signs and labels and/or color coding required by the standard and used at this facility;
 12. and an opportunity for interactive questions and answers with the person conducting the training session.

B. Training materials are available from:

Employee annual trainings which are conducted on the anniversary hire date of each employee consist of Blood Borne pathogens, Hazardous Materials, Unlawful Harassment, computer and internet use, Safety and Security training, Family Medical Leave Act training, worker's compensation, OSHA training and sexual harassment. All training requires a quiz after each section and the employee must have a passing score of 70 or above.

XV. RECORDKEEPING

A. Training Records

1. Training records are completed for each covered employee and covered student upon

Appendix I.C - Occupational Exposure I.C. Program Administration - Columbus Technical College

Job/Program Classification	Responsible Authority	Office Number	Email	Category
Custodial Staff	Tommy Wilson	706-649-1894	twilson@columbustech.edu	CAT II
Maintenance Assistants	Tommy Wilson	706-649-1894	twilson@columbustech.edu	CAT II
Security	Charles Pickett	706-649-1933	cpickett@columbustech.edu	CAT II
Early Childhood Care & Ed	Kendyl Tarver	706-649-0839	ktarver@columbustech.edu	CAT II
Criminal Justice	Leatha Cyprian	706-649-1154	lcyprian@columbustech.edu	CAT II
Culinary Arts	Martin Wolf	706-992-6023	mwolf@columbustech.edu	CAT II
Cosmetology/Barbering	Sherylene Edmonson	706-225-0546	sedmonson@columbustech.edu	CAT II
Nursing – RN	Tammy Shelley	706-225-0540	tshelley@columbustech.edu	CAT I
Nursing – PN	Lori Striblin	706-225-0541	lstriblin@columbustech.edu	CAT I
Dental Assisting	Sharron Cook	706-225-0532	scook@columbustech.edu	CAT I
Dental Hygiene	Rebecca Stewart	706-225-0533	rstewart@columbustech.edu	CAT I
Diagnostic Medical Sonography	Regina Ridgley	706-641-4012	ridgley@columbustech.edu	CAT I
Medical Assisting	Colanda McDaniel	706-225-0528	cmdaniel@columbustech.edu	CAT I
Pharmacy Technology	Pedro Valentin	706-225-0524	pvalentin@columbustech.edu	CAT I
Radiologic Technology	Kimberly Whitaker	706-225-0514	kwhitaker@columbustech.edu	CAT I
Respiratory Care	Mark Thorne	706-225-0506	mthorne@columbustech.edu	CAT I
Surgical Technology	Carl Sandy	706-225-0518	csandy@columbustech.edu	CAT I
Central Sterile Supply	Carl Sandy	706-225-0518	csandy@columbustech.edu	CAT I
Nurse Aid	Cheryl Lary	706-225-0525	clary@columbustech.edu	CAT I
Phlebotomy	Cassandra Richardson	706-641-5683	crichardson@columbustech.edu	CAT I
Residential Care Attendant	Cheryl Lary	706-225-0525	clary@columbustech.edu	CAT I
Funeral Services	Tyce Mills	706-641-5630	tdmills@columbustech.edu	CAT I
Paramedic/EMT	Gary Metcalf	706-225-0562	gmetcalf@columbustech.edu	CAT I

Appendix II - Incidents surrounding exposure: 05/04/2020-04/29/2021

10/22/20 – PHLT student stuck by dirty needle at John B. Amos Cancer Center; did not let instructor know until 2 days later.

<p><i>The following Category I and Category II program students receive all bloodborne/airborne information, PowerPoint and acknowledgement forms in the following listed classes:</i> <u>Exposure Control Student Employee Folder SP 21.docx</u> <u>Bloodborne Pathogens Training 2021.pptx</u></p>		Materials, Accident Policies and Procedures*
<p>Early Childhood Care – ECCE 2245 & ECCE 2246</p>	<p>May-21</p>	<p>Bloodborne/Airborne Pathogen Exposure, Standard Precautions and Hazardous Materials, Accident Policies and Procedures*</p>
<p>Cosmetology, Barbering, Esthetician – COSM 1070, COSM 1125 & COSM 1180; BARB 1040; ESTH 1060</p>	<p>May-21</p>	<p>Bloodborne/Airborne Pathogen Exposure, Standard Precautions and Hazardous Materials, Accident Policies and Procedures*</p>
<p>Criminal Justice – CRJU 2100</p>	<p>May-21</p>	<p>Bloodborne/Airborne Pathogen Exposure, Standard Precautions and Hazardous Materials, Accident Policies and Procedures*</p>

Diagnostic Medical Sonography – DMSO - 1060	May-21	Policies and Procedures* Bloodborne/Airborne Pathogen Exposure, Standard Precautions and Hazardous Materials, Accident Policies and Procedures*
Medical Assisting – MAST – 1080 & MAST 1090	May-21	Bloodborne/Airborne Pathogen Exposure, Standard Precautions and Hazardous Materials, Accident Policies and Procedures*
Pharmacy Technology – PHAR - 1000	May-21	Bloodborne/Airborne Pathogen Exposure, Standard Precautions and Hazardous Materials, Accident Policies and Procedures*
Radiologic Technology – RADT - 1010	May-21	Bloodborne/Airborne Pathogen Exposure, Standard Precautions and Hazardous Materials, Accident Policies and Procedures*
Respiratory Care – RESP - 1120	May-21	Bloodborne/Airborne Pathogen Exposure, Standard Precautions

Residential Care Attendant -- RCAT 1000	May-21	Bloodborne/Airborne Pathogen Exposure, Standard Precautions and Hazardous Materials, Accident Policies and Procedures*
Paramedic/EMT -- EMSP -- 1010, EMSP 1160, EMSP 1530 & EMSP 1540	May-21	Bloodborne/Airborne Pathogen Exposure, Standard Precautions and Hazardous Materials, Accident Policies and Procedures*

As identified in current college ECP:
"I.C. Program Administration"