

Management of Exposure to Infectious Diseases At Clinical Sites

Every nursing student must realize the occupational risk for acquiring infectious diseases involved in choosing to work in the health profession. In addition, sharp instruments and needles used in the course of administering patient care can inadvertently cause injury and exposure to blood-borne diseases.

In the event a student is injured or exposed to body fluids, the student must:	
Step One	The student will perform immediate self-aid. Examples include: scrubbing needle stick site with Betadine or alcohol, irrigating eyes, washing exposed body parts if splashed, showering and changing clothing as needed, etc.
Step Two	The student will notify the clinical instructor of the incident IMMEDIATELY so that appropriate follow-up is initiated. The instructor needs immediate notification even if medical care is not needed at that time.
Step Three	The student will complete the appropriate forms and follow agency directions of their facility for treatment.
Step Four	The completed Shasta College injury form, signed by the instructor, is faxed to the Shasta College Personnel Office within twenty-four (24) hours of the incident.
Step Five	The student will complete additional forms as required at the Shasta College Personnel Office as mandated by Workers' Compensation upon returning to campus.
*Failure to follow these directives will be reflected in the student's clinical evaluation and may cause the student not to be covered by Workers' Compensation.	

For any incident occurring off campus, students will need to fill out the "Report of Accident Form" found on the Human Resources page at:

<http://www.shastacollege.edu/Human%20Resources/Pages/WorkPlaceInjuries.aspx>

The instructor will need to sign the form and fax it to Human Resources at (530) 225-4990 within 24 hours of the injury. This form should be filled out even if treatment is not needed.

Major Incident: If a student is **seriously injured** during their clinical rotation, they may be treated in the Emergency Department of the hospital they are working in. If seeking treatment at the hospital's Emergency Department, students will need to identify themselves as a Shasta College nursing student on clinical rotation at the hospital and inform them that the insurance company to be billed is Keen & Associates.

Moderate Incident: If the injury is **not of an emergency room level**, the student will need to call the Company Nurse Injury Hotline at 1-877-518-6702 to report the incident. A Company Nurse will gather the necessary information and will help the student determine if a worker's compensation claim is warranted and how obtain appropriate treatment from a physician.

- If the student needs to open a Worker's Compensation Claim, they need to go to the Shasta College Human Resources Department in the Administration Building on the main campus to complete their paperwork.
- If it is deemed necessary to seek medical attention, the student will need to complete the appropriate Worker's Compensation paperwork and to take it with them to Redding Occupational Medical Clinic (ROMC), which is the clinic Shasta College is contracted with for Worker's Compensation Injuries.

Minor Incident: For an Injury that **does not** appear to need treatment (simple cuts, stick from a clean needle, etc.), have the student fill out the "Report of Accident" form as soon as possible following the incident. Once the instructor signs the form, they are to fax it to Human Resources at (530) 225-4990 within 24 hours of the injury. The completed forms are kept on file by Human Resources in case the student develops injury related symptoms at a later date.

Blood/Body Fluid Exposure: Student should immediately clean or flush any wounds as indicated by the injury. It is important the process is started immediately so that consent for blood draws can be initiated. In addition to filling out the Shasta College "Report of Accident" form, the student will need to fill out a hospital occurrence form, paper or electronic, with the charge nurse on the unit where the injury occurred.

If the injury is a needle stick, the clinical instructor will notify the clinical site nursing supervisor and the charge nurse on the unit in order to obtain the appropriate forms specific to that agency for needle stick injuries. The charge nurse can help the instructor and the student with this process, but it is the clinical instructor's responsibility to make sure that the process was initiated. An injury of this nature constitutes a workers compensation claim to be filed and a visit to ROMC for evaluation of the injury. ROMC will set-up any initial lab work that is needed and will schedule any additional draws to be completed at a later date.



**Health Sciences & University Programs
Program Practice – Post-Exposure Plan
Last Reviewed and Revised 12/13/2016**

Page 3 of 3

Always contact the appropriate lead instructor if this process of injury or illness is initiated or if you question whether a form should be initiated.

Any documented injury must also be reported to Associate Degree Nursing Program Director and/or the Health Sciences Dean.