INTRODUCTION
Facilities Management personnel required to clean up spills of human blood or bodily fluids (HBBF) must be protected from potential exposure to any infectious agents which may be present. The most important possible routes of exposure to infectious agents in HBBF are through skin contamination or splash onto the mucous membranes of the mouth, nose or eyes. Infection by breathing in aerosol droplets is to be avoided but is not a primary concern. Personal protection will require the use of protective clothing, strict personal hygiene and careful adherence to the following procedures.

HBBF SPILL KIT
1. **Personal Protective Clothing**
   - HBBF spill kits will be kept in UWO residence caretaking offices. Protective clothing must be worn before starting the clean-up:
     - Rubber boots or if these are not available, plastic boot covers over work shoes
     - Tyvek coveralls (non-breathable)
     - Rubber or neoprene gloves with long cuffs
     - Respiratory protection if applicable for protection from odours.
     - Splash goggles
     - Options are the 3M 9913 dust/mist/nuisance organic vapour disposable or North half face respirator with 8700-3 organic vapour/ acid gas cartridges

2. **Tools**
   - The spill kit will also contain:
     - Chlorine and phenol-based powder
     - Pan and scoop
     - Bleach or approved disinfectant
     - Red incinerator disposal labels
     - Trash picker for picking up bottles containing bodily fluids and other hazardous objects

The HBBF spill kit will be replenished by the unit supervisor after use. An incident report must be completed by the unit supervisor after the clean-up of any HBBF.

RESPONSIBILITY
Compliance with this policy is the responsibility of the appropriate supervisor and the workers carrying out the procedure.

INSTRUCTIONS
1. Before starting the clean-up, assess the situation and inform your supervisor and the Facilities Safety Consultant (OHS) about the situation. After hours, call Campus Community Police Services (CCPS) and request the assistance of the UWO Haz. Mat. Response Team if necessary.
2. If required, call for CCPS assistance or ambulance and medical help. CCPS would aid in directing people away from the site.

**PROCEDURE**

1. For very large spills, two people may be required for the clean-up operation: One to assist and secure the area while the second individual carries out the work. Never attempt a large clean-up alone. (Large spill: Too large to be absorbed by two sheets of paper towel) Put on protective clothing.

2. Absorb liquid material with phenol-based powder. When the liquid is absorbed, scrape up with a pan or scoop and dispose into a heavy duty plastic bag.

3. **Do NOT power wash the area.** Scoop up as much material as possible and place into the bags and then disinfect the area with bleach using mops/rags. Discard mop heads and rags after use into biohazardous waste bags.

4. Securely fasten the biohazardous waste bag before disposal. Place bag into second clean bag and securely fasten with tape. Label bag with a red incineration disposal label. Indicate **Waste Class A3** colour code YELLOW on label and location of origin.

5. Call OH&S at Extension 84747 to arrange for disposal of the bagged material.

6. Rubber boots must be washed thoroughly on the outside with 10% bleach solution or approved disinfectant before leaving the spill site.

7. **Wash hands thoroughly with soap and water when the job is complete.** Complete body shower is recommended if possible.

**NOTE:**

If soiled clothing has been left at the site this should be bagged separately and held until the owner has been contacted for instructions.

Bottles filled with bodily fluids can be discarded directly into regular garbage.

**AFTER HOURS PROCEDURES**

1. Call CCPS (Extension 83300) and notify the Duty Officer about the situation. State the location and nature of the spill. Ask for ambulance and medical help if required.

2. Ask CCPS to contact OH&S person and notify them of location and nature of spill. If required, OH&S will advise, remove, and dispose of bagged material.