

# Bloodborne Pathogens OSHA 29 CFR 1910.1030

OSHA Checklist from Liberty Mutual Insurance

This checklist will assist you with assessing areas of risk, existing controls, and the key elements of the OSHA Bloodborne Pathogens standard. This standard contains requirements that must be captured in a written program and it provides an overview of those requirements. You must tailor it to meet your own specific organizational processes/operations.

When the checklist is complete, refer to your existing program or Liberty Mutual's customizable program to determine if any modifications are necessary. Also, review your related written procedures, controls (engineering, training, and behavior), safety metrics, etc., to ensure they are in alignment.

This checklist may not address all potential situations that may cause injury, property, or environmental losses.

**Company Name:**

**Location:**

**Assessment by:**

**Date:**


This safety program and accompanying information does not identify all possible hazards and we cannot be responsible on your behalf for your obligations under any law, rule or regulations. The principles contained in the material are general in scope and, to the best of our knowledge, current at the time of publication. Liberty Mutual specifically disclaims all liability for damages or personal injury alleged to arise from reliance on the information contained in this document.

OK	No	N/A	Key Elements	Assessment/Comments
			<b>Best Practices</b>	
			One key individual is responsible for overseeing the Bloodborne Pathogen program that can make decisions and take action to audit and improve the program.	
			Copies of the company policies and guidelines regarding the program are available at the facility that supports the various program elements.	
			There is adequate communication about program requirements among facility personnel.	
			Program team members receive adequate training and education about the requirements to understand the goals and policies of the site-specific program.	
			Managers, supervisors, and employees are evaluated on their support of compliance programs during personnel performance reviews.	
			<b>Exposure Control Plan</b>	
			1910.1030(c)(1)(i) A written Exposure Control Plan (ECP) is:	
			■ Established.	
			■ Reviewed.	
			■ Updated annually with employee involvement.	
			1910.1030(c)(1)(iii) An updated plan is available to all employees.	
			<b>Exposure Determination</b>	
			1910.1030(c)(2) The key individual responsible identifies tasks where occupational exposure may occur, without regard to personal protective equipment.	
			<b>Help Note:</b> Identify a list of all job classifications where employees have exposures.	
			<b>Universal Precautions</b>	
			1910.1030(d)(1) Universal precautions are being utilized at this facility.	
			<b>Help Note:</b> Under universal precautions, blood and certain body fluids are considered potentially infectious for HIV, HBV, and other bloodborne pathogens.	

OK	No	N/A	Key Elements	Assessment/Comments
			<b>Engineering, Work Practice, and PPE</b>	
			1910.1030(d)(2) A key individual responsible ensures that engineering, work practices, and administrative controls have been established to prevent or minimize exposure to blood or other infectious material.	
			<p><b>Help Note:</b> Engineering controls may include, but not be limited to, needleless systems, self-sheathing needles, shielded or retracting catheters.</p> <p>The key individual responsible will evaluate new products and procedures regularly to reduce the exposure or likelihood of an incident. Both workers and management must be involved in this process.</p>	
			1910.1030(d)(3) Appropriate personal protective equipment is provided at no cost to employees.	
			Personal protective equipment is used.	
			Training in the use of appropriate PPE is provided.	
			<p><b>Help Note:</b> Personal protective equipment may include but not be limited to, disposable gloves, face and eye protection, gowns, aprons, mouthpieces, pocket masks, surgical caps, and shoe covers.</p>	
			<b>Housekeeping</b>	
			1910.1030(d)(2)(iii) Hand washing (HW) facilities are readily accessible to employees.	
			<p><b>Help Note:</b> When providing hand washing facilities is not feasible, the employer shall provide either an appropriate antiseptic hand cleanser in conjunction with clean cloth/paper towels or antiseptic towelettes. When antiseptic hand cleansers or towelettes are used, hands shall be washed with soap and running water as soon as feasible.</p>	
			1910.1030(d)(4) Worksites should be maintained in a clean and sanitary condition.	
			<p><b>Help Note:</b> All equipment and environmental and working surfaces shall be cleaned and decontaminated after contact with blood or other potentially infectious materials with an appropriate disinfectant.</p>	
			<b>Regulated Waste and Laundry</b>	
			1910.1030(d)(4)(iii) Regulated waste is placed in containers that are closeable, constructed to contain all contents, prevent leakage, and appropriately labeled or color coded.	
			<p><b>Help Note:</b> Procedures should be developed to handle regulated waste.</p>	
			1910.1030(d)(4)(iii)(A) Contaminated sharps are discarded immediately, or soon as possible, in containers that are closable, puncture resistant, leak proof, and appropriately labeled or color coded.	
			<p><b>Help Note:</b> Sharp containers should be inspected on the intervals necessary to prevent overfilling.</p>	

OK	No	N/A	Key Elements	Assessment/Comments
			<b>Regulated Waste and Laundry (Cont'd)</b>	
			1910.1030(d)(4)(iii)(A) Contaminated sharps are discarded immediately, or soon as possible, in containers that are closable, puncture resistant, leak proof, and appropriately labeled or color coded.	
			<ul style="list-style-type: none"> <li>■ Minimally handle it</li> </ul>	
			<ul style="list-style-type: none"> <li>■ Place it in leak proof, labeled, or color coded containers before transport</li> </ul>	
			<ul style="list-style-type: none"> <li>■ Wear the appropriate PPE</li> </ul>	
			<b>Labels and Signs</b>	
			1910.1030(g)(1) The key individual responsible ensures that warning labels (Biohazard symbol) and signs are affixed to containers of regulated waste and potentially infectious material, or red bags are used.	
			<b>Help Note:</b> Employees should notify the key individual responsible if they discover regulated waste containers without labels or that red bags are not being used.	
			<b>Hepatitis B Vaccination</b>	
			1910.1030(f)(2) The key individual responsible ensures that the Hepatitis B vaccination series is available at no cost after initial employee training and within 10 days of initial assignment to all employees identified in the exposure determination section of this plan.	
			<b>Help Note:</b> If an employee declines the vaccination, the employee must sign a declination form. Employees who decline may request and obtain the vaccination at a later date at no cost.	
			<b>Post Exposure Evaluation and Follow up</b>	
			1910.1030(f)(3) Post exposure procedures are documented and implemented.	
			<b>Help Note:</b> Post exposure procedures shall include identifying routes of exposures, how the exposure occurred, consent source testing, informing the exposed employee about the source individual test results, and testing of exposed employee with consent.	
			1910.1030(f)(4) Documented procedures exist on what information the evaluating health care professional receives and their expected timely response to the exposed employee.	
			<b>Help Note:</b> The healthcare professional will receive a description of the employee's job duties, route(s) of exposure, circumstances of exposure, and if possible, results of the source individual's blood test and relevant employee medical records, including vaccination series.	
			1910.1030(f)(5) The key individual responsible will provide the employee with a copy of the evaluating health care professional's written opinion within 15 days after completing the evaluation.	

OK	No	N/A	Key Elements	Assessment/Comments
			<b>Sharps Injury Log</b>	
			11910.1030(h)(5) A sharps injury log is maintained.	
			<b>Help Note:</b> The log of each incident must contain the date of the incident, the type and brand of equipment used, the department where the incident occurred, and an explanation on how the incident occurred. This information must be used in incident investigations.	
			<b>Information/Training</b>	
			1910.1030(g)(2) Employee training occurs at the time of initial assignment where occupational exposures may occur.	
			Employee training is conducted annually.	
			<b>Help Note:</b> Training shall be tailored to the education and language level of the employee, and offered during the normal work shift. The person conducted the training shall be knowledgeable in the subject matter.	
			1910.1030(h)(2) These training records must be maintained for at least 3 years.	
			<b>Help Note:</b> The training records shall include the dates of the training session, material content, names, and qualifications of trainers; and names and job titles of attendees.	
			<b>Medical Records</b>	
			1910.1030(h)(1) Confidential medical records are maintained on each employee with occupational exposures for the duration of employment plus 30 years.	

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