

**TYLER POLICE DEPARTMENT
GENERAL ORDER**

EXPOSURE TO COMMUNICABLE DISEASES

15.100

REVISED 06/20/12

EFFECTIVE 05/01/95

15.101 PURPOSE

From time to time Police personnel/volunteers may be exposed to blood or other body fluids that have Human Immune Deficiency Virus/Acquired Immune Deficiency Syndrome, hepatitis, tuberculosis, or other communicable diseases. Additionally those persons in our care and custody should not unnecessarily be subjected to these health risks. It is the desire of the Tyler Police Department to minimize the health risks involved in these situations through education, prevention, and preparation. This general order sets departmental guidelines regarding exposure to communicable diseases.

15.102 EDUCATION AND TRAINING

- A. All personnel having contact with the public will receive periodic in-service training regarding:
 - 1. Modes of disease transmission.
 - 2. Methods of transmission prevention.
 - 3. Behaviors that are a potential risk for infection.
 - 4. Behaviors that are in violation of Texas Criminal Law.
 - 5. Use of Departmental infection control supplies and equipment.
 - 6. Appropriate services for persons who have been exposed to potential infection.
 - 7. Policy regarding confidentiality of medical information.
- B. Education and training will be based on current, accurate, scientific information provided by recognized authorities on public health.
- C. Education and training of individual personnel will be documented by course outlines and training rosters.

15.103 VACCINATION PROGRAM

- A. The blood borne pathogen with the greatest infection risk is Hepatitis B. All high-risk Tyler Police Department employees are offered the vaccine series. The series consists of a pre-screening blood test prior to vaccinations, a series of three (3) shots, and a Hepatitis B Surface Antibody Titer test completed approx. 2 months after the series of injections to check for initial effectiveness. There is no charge for this procedure. An employee offered the vaccine series must do one of the following:
 - 1. Accept the free vaccination series and sign a consent form:
 - 2. sign a specifically worded declination (refusal) form: or
 - 3. document they have already received the vaccine series or cannot receive it for medical reasons.
- B. Employees who change their minds at a later date will still be provided with the vaccine series.

15.104. METHODS OF TRANSMISSION PREVENTION

- A. Personnel should exercise the following precautions in handling victims, prisoners, body parts, etc. any time blood or other body fluids may be present:

1. Cover open cuts or sores with bandages.
 2. Wear disposable latex / nitrile gloves when handling body fluids.
 3. Wash your hands well with soap and water after coming in contact with a victim.
 4. Clean instruments, bedding, weapons, vehicles, etc. which may have been exposed to blood or other body fluids by washing with soap and water and sterilizing with a hospital disinfectant spray.
 5. An approved CPR mouth barrier should be used to prevent direct mouth contact during any resuscitation efforts.
 6. Biohazard contaminated linen or clothing should not be taken home for cleaning. Instead, the employee will be directed to a private location where the spread of contamination can be minimized and the employee will be directed to stand in a red biohazard bag and remove the contaminated clothing. All contaminated clothing should be left in the bag and secured for transport by a supervisor to Silverado Cleaners on East Fifth Street for cleaning. The employee must immediately shower and put on clean clothes.
- B. If an employee/volunteer is bitten, sustains a needle stick, or an injury occurs where the skin is broken and is exposed to body fluids or contaminated material or airborne pathogens:
1. Wash the wound well and seek immediate medical attention.
 2. Immediately notify your supervisor of the incident.
 3. Follow Chapter 2-150 [P:\POLICIES 10-1-99\POLICIES\Ch 2-150 Disease Exposure Policy.doc](#) of the City of Tyler Exposure Control Plan.
 - a. Supervisor must notify the Exposure Control Coordinator via e-mail or in person about the exposure.
 - b. Supervisor shall immediately complete the necessary paperwork for the exposure documentation.
 - c. This treatment shall be started within 1-2 hours after the exposure.
 - d. The procedure for testing the source of the exposure should also start immediately. The Supervisor completing the paperwork will make contact with the source patient and request consent for baseline testing at the Tyler Police Departments expense. If complications arise in the process of obtaining the sample, see City Policy V. F on page 2-167. The reason for this is due to the results being returned much faster and possibly preventing the Officer from having to start unnecessary medical treatment for any exposures.
 - e. If the source of the exposure is deceased, see City Policy V. F on page 2-167.
 - f. A special sample tube is to be used to take a sample from the source of the exposure. The Hospital has the tube that is to be utilized. The DPS alcohol/drug analysis blood tubes commonly used for DWI investigations, etc., cannot be used for this purpose.

15.105 SUPPLIES AND EQUIPMENT

- A. Each active police unit will be equipped with:
1. First Aid kit consisting of:
 - a. Disposable latex gloves.
 - b. Packaged alcohol swabs.
 - c. CPR mouth barriers.
 - d. Goggles.

2. Clean-up kit consisting of:
 - a. 2 pairs of disposable latex gloves.
 - b. 1 - (1 mil) disposable bio-hazardous bag.
 - c. Liquid hospital disinfectant.
 - d. Paper towels (15-20).
 - e. Blood/body substance barriers

- B. Kit supplies will be inspected quarterly by the Police Service Coordinator to determine replacement needs and shelf life. The inspection will be documented and forwarded through the chain of command to the Chief of Police. Officers should ensure that they have a sealed kit on inspection of their vehicles at the beginning of the tour of duty. Anytime the seal on the first aid kit is broken the officer is required to contact the Police Services Coordinator for a replacement. When the Police Service Coordinator is not present the officer will fill out a "Request for Work Order" form and leave it in the "Down Vehicle Basket". The open kit should be left in the vehicle until it can be replaced.

- C. The used items from the first-aid kit and clean-up kit will be packaged in the Bio-Hazard Bag supplied in kit, and then disposed of by placing the items into the biohazard container located in Storage Lot number one beside the Blood Drying Shed for disposal by a property custodian.

15.106 REPORTING PROCEDURES

- A. Employee/volunteer responsibility:
 1. Any employee/volunteer claiming occupational exposure to a reportable communicable disease shall immediately notify a supervisor of the incident verbally, to be followed up in writing.
 2. If the person suspected of exposing the employee/volunteer to a reportable disease does not consent to be tested, State law provides that a law enforcement employee/volunteer can request mandatory testing, if the employee/volunteer:
 - a. Experienced the exposure in the course of the employee's employment or volunteer service;
 - b. Believes that the exposure placed the employee/volunteer at risk of a reportable disease;
 - c. Claims occupational exposure to the reportable disease within 72 hours and submits a sworn affidavit to the Texas Department of Health delineating the reasons for the request.
 3. To qualify for worker's compensation, or any other similar benefits for compensation, an employee claiming occupational exposure to a reportable disease, including HIV, must:
 - a. Provide the City a sworn affidavit of the date and circumstances of the exposure within 72 hours of the incident.
 - b. Document that within 10 days after the exposure the employee had a test result that indicated an absence of the reportable disease, including HIV infection.

- B. Texas Department of Health responsibility:
 1. Determine that the exposure occurred in a manner that has been determined capable of

transmitting a reportable disease.

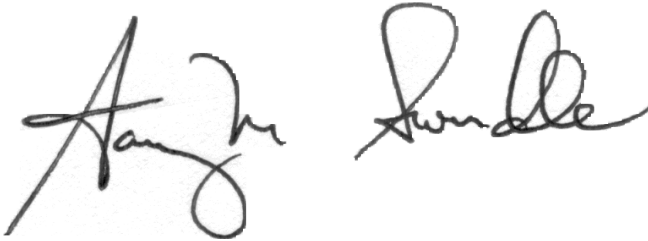
2. If probable exposure is determined the Department of Health shall:

- a. Notify the person to be tested;
- b. Initiate court proceedings should the person refuse to be tested;
- c. Inform the employee/volunteer and the person to be tested of the test results, and the possible need for further medical testing and counseling services.

C. Supervisory responsibility:

1. The employee's/volunteer's immediate supervisor is responsible for reporting the incident on the appropriate City forms.
2. The employee's/volunteer's immediate supervisor is responsible for contacting the employee/volunteer at reasonable intervals in order to obtain the employee's/volunteer's current medical status.
3. If the person suspected of exposing the employee/volunteer to a reportable disease does not consent to be tested, the Supervisor is to complete the Peace Officer's Affidavit & Court Order so that the source patient can be compelled to give a sample for testing.

Approved: 06/20/12

Two handwritten signatures in black ink. The signature on the left is written in a cursive style and appears to be 'Angie'. The signature on the right is also cursive and appears to be 'Dunbar'.