

**PREVENTION OF DISEASE/INFECTION TRANSMISSION**  
(Handling Body Fluids and Substances)

The body fluids and substances of all persons should be considered to contain potentially infectious agents. No distinction may be made between body fluids and substances from individuals with a known disease or infection and those from asymptomatic or undiagnosed individuals. Body fluids and substances include blood, semen, drainage from scrapes and cuts, feces, urine, vomitus, respiratory secretions (e.g., nasal discharge) and saliva.

The following infection control practices shall be followed by all Centennial BOCES personnel in all situations involving potential contact with any body fluids and substances.

1. Wear gloves when it is likely that hands will be in contact with body fluid and substances (blood, urine, feces, wound drainage, oral secretion, sputum or vomitus). When possible, wear gloves while holding bloody noses and dealing with cuts that are bleeding heavily. Gloves should be kept in emergency response kits and be readily accessible at sites where students seek assistance for bloody noses or injuries.
  - a. If gloves are not available, the use of towels or some other clean material as a barrier may provide some protection.
  - b. Cuts and sores on your skin should be routinely covered to avoid infection.
  - c. When possible, have students wash off their own cuts and abrasions. After cuts are washed with soap and water, they should be covered with bandages of the appropriate size. Where possible, students should be taught to hold their own bloody noses.
2. When possible, pocket face masks should be used for mouth-to-mouth resuscitation.
3. Wash hands often and well, paying particular attention to areas around and under fingernails and between fingers.
4. Clean up as soon as possible after skin contact with any body fluid or substance.
  - a. Wash skin with soap and water.
  - b. Wash contaminated surfaces and non-disposable items with standard disinfectant. Use aerosol germicide cleaner.
  - c. Wash contaminated clothing and linen in detergent with hot water.
  - d. Contaminated tissues, paper towels, and other disposable items should be placed in plastic bags before being discarded.

Use individual judgment in determining when barriers are needed for unpredictable situations. It is strongly recommended that barriers are used when contact with body fluids or substances are anticipated.

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Centennial BOCES