

OREGON STATE HOSPITAL

POLICY ATTACHMENT

PROCEDURES A: Staff Responsibilities **POLICY: 2.003**

POINT PERSON: Infection Prevention Department Manager

APPROVED: Interim Superintendent **DATE: JULY 25, 2024**

SELECT ONE:

<input type="radio"/> New policy attachment	<input type="radio"/> Minor/technical revision of existing policy attachment
<input checked="" type="radio"/> Reaffirmation of existing policy attachment	<input type="radio"/> Major revision of existing policy attachment

RESPONSIBLE PERSON/GROUP	PROCEDURES
Staff	<ol style="list-style-type: none"> 1. Contact a primary care provider when exposure to, transmission of, or evidence of an infectious disease necessitates medical care. 2. Report signs and symptoms of an infectious disease to the supervisor at the onset of symptoms. 3. Follow Oregon State Hospital (OSH) Policy and Procedure 5.012, "Injury or Illness Reporting". 4. In the case of accidental (occupational) exposure to blood-borne pathogens (BBP) or other potentially infectious material, follow the "Occupational and Bloodborne Pathogen Exposure Plan" as directed by Infection Prevention.
Staff Supervisor	<ol style="list-style-type: none"> 1. Notify Infection Prevention, the Physician Advisor (the appointed physician chairperson of the Infection Control Committee), or the medical on-call doctor on weekends or after hours whenever a staff reports signs and symptoms of an infectious disease. 2. Follow OSH Policy and Procedure 5.012, "Injury or Illness Reporting." 3. In the event of BBP exposure, complete an Incident Report 4. Provide a copy of the BBP Exposure Risk Level Assessment to the staff member and Infection Prevention. 5. If needed, refer the staff member to their own health care provider, urgent care, or emergency care facility.

Infection Prevention Department	<ol style="list-style-type: none">1. If needed, refer the staff member to their own health care provider, urgent care, or emergency care facility.2. In the event of investigation of a reportable disease, disease outbreak or epidemic, report staff demographical and medical information related to the case to the Oregon Public Health Administrator in accordance with Oregon Administrative Rule (OAR) 333-018-0000 and OAR 333-019-0002.3. Follow the “Occupational and Bloodborne Pathogen Exposure Control Plan” in the case of BBP exposure.
Human Resources (HR)	Collaborate with Infection Prevention to consider and implement any necessary work restrictions.