

Antelope Valley Community College District

Bloodborne Pathogens Exposure Control Plan

Document field	Information
District	Antelope Valley Community College District
Covered worksites	Lancaster Campus; Palmdale Center; Fox Field Site; covered off-site work
Executive authority	Jennifer Zellet, Ph.D., Superintendent/President
Program Administrator	Christian Hootman, Interim Director, Benefits and Risk Management
Program owner	Office of People, Culture & Talent - Risk Management
Regulatory authority	8 CCR §5193; 8 CCR §§3203 and 3204
Scope	Employees with reasonably anticipated occupational exposure; aligned instructional requirements for Nursing students in clinical settings
Status	Signed Final

Document Control and Approval

Version	Date	Owner	Approval
20260726.1	Jul 26, 2026	PCT - Risk Management	Signed

This program becomes effective upon approval by the Superintendent/President and will be reviewed at least annually and when regulations, operations, hazards, or responsibilities materially change.

Approver	Signature / Date
Jennifer Zellet, Ph.D., Superintendent/President	Signature: 
Effective upon approval	Date: Jul 26, 2026

1. Policy and Exposure Determination

AVCCD uses universal precautions and engineering and work-practice controls to eliminate or minimize occupational exposure to human blood and other potentially infectious materials (OPIM). Exposure determination is made without regard to PPE.

Covered classification or task	Basis
Campus safety personnel who provide assigned emergency or first-aid response	Assigned response involving blood or OPIM
Athletic trainers and employees assigned bodily-fluid or regular first-aid response	Patient contact, first aid, or cleanup
Health Sciences employees handling blood, specimens, sharps, or contaminated instructional materials	Instructional or clinical duties
Child Development Center employees assigned first aid or bodily-fluid cleanup	Assigned response and cleanup
Custodial employees assigned blood/OPIM cleanup	Decontamination duties
Employees who handle contaminated sharps or regulated waste	Waste collection or disposal
Other designated first-aid providers	Reasonably anticipated exposure from assigned duties

Departments document affected job classifications, tasks, and designated employees before assignment. Risk Management maintains the consolidated roster separately. Good-Samaritan assistance outside assigned duties does not alone create routine occupational exposure.

Roles and Responsibilities

Role	Responsibility
Risk Management	Administer the plan; maintain exposure determinations; coordinate training, hepatitis B vaccination, post-exposure care, records, sharps log, and annual review.
Departments/supervisors	Identify exposed duties; maintain location-specific PPE, cleanup, sharps, and waste procedures; verify training before assignment.
Employees	Use universal precautions and controls; report exposures and unsafe conditions immediately.
Nursing/Health Sciences	Implement aligned student clinical procedures and coordinate exposures with clinical sites.

2. Methods of Compliance

- Treat all human blood and OPIM as infectious. Wash hands after glove removal and as soon as feasible after contact.
- Use safer sharps devices and needleless systems where feasible. Do not bend, break, recap, or remove contaminated needles except where a documented procedure and one-hand or mechanical method is required.
- Prohibit eating, drinking, smoking, applying cosmetics, handling contact lenses, and storing food in exposure work areas.

- Use gloves, eye/face protection, gowns, and other PPE selected for the task; AVCCD provides required PPE at no cost.
- Place contaminated reusable equipment and laundry in labeled, leak-resistant containers and handle as little as possible.
- Departments maintain written cleaning schedules and use an appropriate disinfectant after contamination.

3. Sharps and Medical Waste

- Affected departments maintain location-specific sharps-container lists. Containers are closable, puncture-resistant, leak-resistant, labeled, accessible, upright, and replaced before overfilling.
- Custodial employees do not reach into trash, manually pick up loose sharps, or handle improperly packaged sharps.
- Found sharps are isolated and reported immediately to the supervisor and Campus Security or designated retrieval department.
- Regulated medical waste is removed only through an authorized District process or approved vendor. Vendor names and pickup details are maintained in department appendices.
- Risk Management maintains the confidential Sharps Injury Log and completes required entries within the regulatory timeframe.

4. Hepatitis B and Post-Exposure

- AVCCD offers the hepatitis B vaccination series at no cost to employees with occupational exposure, including employees designated or expected to provide first aid, after required training and within the regulatory timeframe.
- Employees may decline using the required statement and may later accept the vaccine at no cost while occupational exposure continues.
- After exposure: wash skin, flush mucous membranes, obtain emergency assistance when needed, notify the supervisor, call Company Nurse, and immediately notify Risk Management.
- AVCCD provides confidential, timely post-exposure medical evaluation and follow-up through the workers' compensation medical network, a predesignated physician where applicable, or another authorized provider.
- Risk Management supplies the clinician with the regulation, employee duties, incident circumstances, available source information, and relevant vaccination records, and obtains the limited written opinion required by law.

5. Nursing Students in Clinical Settings

- Students receive bloodborne-pathogens instruction before clinical placement and follow universal precautions, PPE, sharps practices, and clinical-site procedures.
- A student exposure is reported immediately to the clinical instructor and clinical-site supervisor. Immediate first aid and time-sensitive medical evaluation follow the affiliation agreement and site protocol.
- Nursing promptly notifies Risk Management. Student records remain separate from employee workers' compensation and Cal/OSHA records unless the student was acting as an AVCCD employee.
- Before placement, the program confirms that the clinical site has exposure reporting and post-exposure procedures and maintains a current student clinical-exposure appendix.

Training

- Covered employees receive interactive training at initial assignment and at least annually, with additional training after changed tasks or procedures.
- Training addresses exposure routes, this plan, controls, PPE, vaccination, emergency and post-exposure steps, signs and labels, and an opportunity for questions.
- Nursing students receive aligned training before clinical placement.

Training must be understandable to employees and documented. Online training may supplement, but does not replace, task-specific instruction, demonstrations, or interactive opportunities required by an applicable standard.

Records, Review, and Access

- Risk Management maintains the controlled program and Districtwide compliance records; departments maintain task, inspection, authorization, and equipment records assigned to them.
- Medical records are confidential, kept separately from personnel files, and retained as required by 8 CCR section 3204 and the applicable program standard.
- The program is reviewed at least annually and after exposure incidents, significant changes, identified deficiencies, or regulatory revisions.
- Employees may obtain the program from the Risk Management webpage or by contacting Risk Management by email, telephone, or in person. Accessible and translated formats will be provided when needed.

Reporting and Contact Information

Purpose	Contact
Risk Management / PCT	risk.management@avc.edu 661-722-6300, extension 6311
Campus emergency	AVC Campus Security/Sheriff: 661-722-6399 or extension 4444
Off-site emergency or when campus response cannot be reached without delay	Call 911
After-hours District incident	After Hours Administrator and/or Campus Security
Facilities request	https://www.avc.edu/facilities-services/facilities-work-request
Employee injury triage	Company Nurse: 877-518-6702

Implementation Forms and Checklists

A. Exposure Determination Roster

Field	Entry
Classification	
Department	
Tasks creating exposure	
All or some employees	
Designated employees/roster reference	
Review date	

B. Sharps and PPE Location Appendix

Field	Entry
Department/location	
Sharps container	
PPE	
Cleanup supplies	
Responsible position	
Waste pickup process	

C. Exposure Incident Checklist

Field	Entry
Employee/student	
Date/time/location	
Route and material	
First aid	
Supervisor notified	
Company Nurse/medical provider	
Risk Management notified	
Source information handled	
Follow-up assigned	