

DALTON POLICE DEPARTMENT

	<i>Effective Date</i> May 1, 1998	<i>Number</i> GO89-4.20
<i>Subject</i> Blood Borne Pathogens and Other Infectious Diseases		
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I. Policy

It is the policy of the Dalton Police Department to provide guidelines to decrease the risk ~~of to~~ personnel who come in contact with persons who have infectious diseases, such as Acquired Immune Deficiency syndrome (AIDS) and hepatitis. Officers should assume that all persons are potential carriers of these diseases and that exposure to blood or bodily fluids increases the risk of infection.

II. Procedure

A. Exposure Prevention

1. All personnel ~~should~~ **shall** treat the blood and/or bodily fluids of all persons as potentially infectious.
2. Protective disposable gloves (**nitrile, latex, etc.**) shall be used to keep blood and other fluids off the skin where violence or an altercation is likely. ~~Disposable gloves will not protect the Officer so~~ It is recommended that ~~they~~ **Officers** wear puncture resistant gloves **over disposable gloves for additional protection.**
3. Extreme caution should be used during the search of suspected drug users or dealers to prevent accidental skin punctures by needles. Extreme caution must also be used when reaching into areas that are not visible, such as under car seats.
- ~~4.~~ **2.** If available, the Officer should use alcohol wipes or hand sanitizer to reduce the risk of contamination. ~~They~~ **Officers** should thoroughly wash their hands with soap and water as soon as possible **following contact with any blood or bodily fluids.**

B. Custody Procedures

1. Whenever it is necessary to transport a subject who has blood or other body fluids on their person, the Officer shall:

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- a. Not transport any other arrestee **at the same time**, if possible.
 - b. Notify any persons who may have contact with the subject of the potential contamination and presence of a contagious disease.
 - c. Include in the incident report any voluntary admittance of contagious diseases and / or **the** presence of body fluid.
2. When a subject needs to be transported to the ~~E.R.~~ **hospital**, the Officer shall:
- a. ~~Summons Request W.E.M.S.~~ **EMS personnel through the Whitfield County 911 Center**, unless immediate transportation is required.
 - b. Advise ~~W.E.M.S.~~ **EMS** personnel of any information concerning the presence of contagious diseases.
- C. Decontamination of Police Vehicles
1. Disinfection procedures shall be implemented as soon as possible after **the detection of** blood or other bodily fluid discharges **within or upon a Department vehicle**.
 2. A Supervisor shall be notified and the vehicle taken or towed to the Police Services Center, as soon as possible.
 3. Recommended disinfection procedures are as follows:
 - a. Affected vehicles, which cannot be easily disinfected, shall be immediately designated by the posting of an "Infectious Disease Contamination" sign, while awaiting disinfection. Signs will be available at the Police Services Center in the oil locker.
 - b. Protective disposable gloves ~~will~~ **shall** be worn during all phases of disinfection. Officers and maintenance personnel should be aware that rings, jewelry, or long fingernails may compromise the structural integrity of the gloves. ~~They should make certain the~~ **Gloves shall be inspected for tears and punctures prior to** ~~are not torn before they attempt to begin any phase of the~~ maintenance.
 - c. ~~While wearing~~ **Protective** disposable gloves **shall be worn to** wipe up any excess of blood or body fluids with disposable absorbent materials. ~~Then cleanse~~ **The area should then be cleansed** with soap or detergent and water. To disinfect the area, it should then be cleansed with a 1:10 dilution of household bleach and water and allowed to air dry for ten minutes.
 - d. All disposable contaminated cleaning items / gloves and the "Infectious Disease Contamination" sign shall be placed in red leak-proof plastic bags. The bags shall then be ~~transported to the HMC~~

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~~E.R. and given to a Public Safety Officer so that they can be~~ properly disposed of. The Officer should then thoroughly wash his / her hands with soap and water.

- e. Maintenance personnel and Officers shall be careful not to contaminate themselves during this cleanup regimen or when taking off their protective disposable gloves.

D. Handling and Storage of Property and Evidence

1. Any item containing any bodily fluid(s), suspected bodily fluids, or contaminated with any contagious disease shall be handled with gloves and treated as a bio-hazard.
 - a. If the stain or sample is dry, ~~it the item~~ should be placed in a paper bag. A proper evidence tag, evidence processing request, and special label shall be affixed to the outside of the package.
 - b. Any clothing or evidence known to be contaminated with suspected AIDS, Hepatitis B, or other contagious diseases ~~will shall~~ be clearly labeled. ~~The label in this manner shall indicate:~~ "BIOHAZARD".
2. If the evidence consists of a syringe and / or needle, it shall be photographed and disposed of in ~~the a designated~~ sharps container ~~located in the mail room~~. The photograph ~~will shall~~ be retained as evidence.
 - a. In the most serious cases, if the needle / syringe is to be processed for latent fingerprints, the syringe should be entered into evidence in a manner as to preserve the integrity of potential latent prints while also ensuring the safety of all persons that may come in contact with the item.
 - b. Liquid samples from a syringe should be transferred to a leak-proof container designed to store such liquids and ~~will shall~~ be treated as a biohazard.
 - c. Any syringe that is disposed of must be placed in a properly approved biohazard container.
3. ~~Employees should~~ always wash thoroughly with soap and water and / or a germicidal hand wash after handling any item suspected of being contaminated with blood or other bodily fluids. ~~Wash even if you have worn gloves. This should occur even if gloves were worn during the contact.~~
4. Persons working in areas where blood or other bodily fluids have been shed (for example, crime scene personnel working for protracted periods of time at homicide scenes) should wear anti-contamination clothing, such as suits, masks, boot covers, and gloves.

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5. Property and Evidence Technicians (PETs) shall ~~Section personnel will~~ adhere to a precise process when handling, processing, and storing potentially infectious disease-contaminated property and / or evidence.
 - a. Any clothing or other evidence known to be contaminated with suspected AIDS, Hepatitis B, or other contagious diseases ~~will shall~~ be clearly labeled. ~~The label in this manner shall~~ indicate: "BIOHAZARD".
 - b. All bloody clothing ~~will shall~~ be treated as if it is contaminated.
 - c. All bloody clothing or other evidence and ~~sacks the packaging~~ containing the ~~clothing or evidence~~ items ~~will shall~~ be handled with protective disposable gloves.
 - d. ~~PETs Property and Evidence Section personnel will~~ shall furnish protective disposable gloves to Officers, ~~detectives Investigators~~, District Attorney office personnel, or others handling bloody clothing while in the Property and Evidence Section.
 - e. Any clothing known or suspected to be contaminated with any contagious disease or bodily fluid ~~will shall~~ only be handled by ~~Property Section personnel~~ PETs wearing proper protective equipment.
 - f. ~~The Property Section personnel~~ PETs shall wash their hands thoroughly with soap after handling any possibly contaminated ~~clothing or evidence~~ item.
 - g. All ~~contaminated~~ property ~~marked~~ for disposal shall be kept in sealed plastic bags and placed in ~~an the~~ infectious disease receptacle in the Property and Evidence Section ~~until transported for destruction~~.

E. Property Contamination

1. When Department-issued or personal property is contaminated by blood or bodily fluids in the line of duty, ~~Officers employees will shall~~ properly disinfect the items before continued use.
2. If it is determined that the item cannot be disinfected, it ~~will shall~~ be disposed of in accordance with the procedure set forth for contaminated items. The employee ~~will shall~~ be responsible for submitting an equipment replacement form to ~~their~~ his / her immediate Supervisor requesting the equipment be replaced.
3. The equipment replacement request ~~should shall~~ include:
 - a. The circumstance by which the property became contaminated

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- b. The name of the Supervisor who confirmed that disinfection procedures were not practical
- c. Whether any person was charged with destruction of public or private property due to the circumstance by which it became contaminated

F. Line of Duty Exposure to Infectious Diseases or Contaminated Materials

1. Documentation ~~will~~ shall be prepared when ~~Officers~~ employees have cause to believe they have had high-risk exposure during line of duty activities.
2. Examples of high-risk exposure ~~are~~ include:
 - a. The handling of bloody or wet items, where scratches, cuts, or open sores are noticed on the area of contact.
 - b. Direct contact with bodily fluids from a subject on an area where there is an open sore or cut.
 - c. Direct mouth-to-mouth resuscitation (CPR).
 - d. The receiving of a cut or puncture wound as a result of searching a person or property.
- 3.2. A Supervisor ~~will~~ shall be contacted and a ~~workman's compensation report will be completed~~ workers' compensation form WC-1, Employer's First Report of Injury or Occupational Disease, shall be initiated.
- 4.3. ~~Officers~~ Employees ~~will~~ shall be evaluated clinically and serologically for evidence of infection after the exposure. This ~~will~~ shall be ~~done through the department's health care physician~~ performed by one of the physicians listed on the City of Dalton's panel of physicians or the ~~hospital~~ emergency room at Hamilton Medical Center.

III. **Supplies**

- A. Watch Commanders shall ensure that adequate supplies are available for infectious disease control within their respective shift.
- B. Personal protection equipment, along with cleaning and disposal supplies consistent with OSHA standards, ~~will~~ shall be provided through the Division Commanders and / or the Property and Evidence Section.
- C. ~~Watch Commanders~~ Division Operations Supervisors ~~will~~ shall be responsible for the inventory and dissemination of supplies for infectious disease control. They ~~will~~ shall also initiate reordering procedures before supplies become depleted.

IV. **General Guidelines**

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- A. Discretion should be used by ~~Officers~~ all employees to limit the exposure to contagious diseases.
- B. Officers shall not eat or drink at crime scenes where bodily fluids are present or other contagious factors exist.
- C. ~~Officers~~ Employees should be aware that certain prescribed medications, such as steroids or asthma medication, may suppress their immune system and make them more susceptible to infectious diseases. ~~Officers~~ Employees should consult their private physician if they are taking prescription drugs.
- D. ~~Officers~~ Employees that are pregnant should be advised to report to their physician any direct contacts with bodily fluids in the line of duty.
- E. Employees should always wash ~~you're~~ their hands thoroughly with soap and water and or germicidal hand wash after contacting any item suspected of being contaminated with blood or other bodily fluids. ~~You should wash even if you have worn gloves.~~ This should occur even if gloves were worn during the contact.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

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