



**Baltimore County Sheriff's Office  
Towson, Maryland**

**Sheriff  
R. Jay Fisher**

**General Order**

<b>Subject:</b> <b>Blood-Borne Pathogens</b>	<b>Effective Date</b> <b>02/29/12</b>	<b>Number</b> <b>A-18</b>
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**Purpose:**

The purpose of this order is to minimize occupational exposures to blood-borne pathogens and to provide procedures to provide prompt and effectual medical procedures for such exposures.

**Contents:**

- I. Definitions**
- II. Policy**
- III. Required Action**

**I. Definitions**

- A. Communicable Disease** – An infectious disease capable of being transmitted from a person to another person including physical contacts with an individual and his or her infected bodily fluids.
- B. Percutaneous Exposure** – Penetration of the skin to include being stuck with a hypodermic needle, knife or other sharp object, or through an open wound or a mucous membrane (including eyes or mouth) that is exposed to the blood, saliva, or semen of a person with Hepatitis B, Hepatitis C, Human Immunodeficiency Virus [HIV – the virus that causes Acquired Immune Deficiency Syndrome (AIDS)] or an infection caused by the HIV/AIDS virus.

**II. Policy**

It is the policy of the Baltimore County Sheriff's Office to ensure that its members are aware of the proper treatment and reporting procedures for exposure incidents to blood-borne pathogens.

**III. Required Action**

**A. Any Member**

When exposed to a possible communicable disease or blood-borne pathogen or as the victim of a human bite incident:

- 1.** Immediately encourage the wound to bleed by applying pressure around the wound ("milk" the wound) causing fluids to drain away from the wound.

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2. Wash the area thoroughly with soap and running hot water, *Note: Never decontaminate your skin with full strength bleach or a bleach solution as it may cause severe injury.*
3. If practical, respond immediately to Concentra. If Concentra is not open, then respond to the nearest medical facility.
  - a. It is critical to seek medical attention within the first 24 hours of exposure, as preventive medications are most effective when initiated promptly after exposure.
  - b. If a serious injury has occurred, respond to the *nearest* hospital for treatment.
4. Notify your immediate supervisor of the incident.
5. Efforts should be made to positively identify the subject who caused the incident.

**B. Supervisor**

1. Contact the Baltimore County Safety Unit, extension 5576, during regular business hours or the Baltimore County Police Liaison, extension 2198, during off hours and notify them of the incident.
2. Ask the source of the possible contamination to voluntarily submit to a blood test.
  - a. The blood test will be administered by the Baltimore County Detention Center if the person is a Baltimore County inmate. If the person is an inmate of another jurisdiction, then arrangements are to be made to have that jurisdiction obtain the sample. If the subject is not in custody and a civilian, then Concentra will draw the sample.
  - b. Cause the transportation of the subject to the appropriate facility and complete any required forms. *Note: The required forms vary depending upon the facts of the exposure. Examples of the forms, their sources and direction for use are explained in the Baltimore County Communicable Disease Exposure Procedures manual that is kept in the desk sergeant's office at all times and is available for reference.*
  - c. If the source of the possible contamination refuses to voluntarily submit to a blood test during regular business

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hours, notify your supervisor who will initiate the process of obtaining a court order for the blood test.

- d. Notify the Night Commander of the refusal if occurrence is after business hours.

**C. Precautions**

1. Open cuts and sores on a member should be protected with bandages.
2. Bandages should be changed if they become wet or soiled.
3. Use a pocket mask when administering CPR.
4. Exercise extreme care when placing hypodermic needles or other sharp objects in a container (tube or box) prior to transporting them. Always hold the container by the closed end.
5. Disposable gloves will be worn when handling items that may be contaminated.
6. Removal of gloves.
  - a. Roll gloves inside out from the wrist to the fingertips.
  - b. Properly dispose of the gloves.
  - c. Immediately wash hands with soap and hot water.
7. Members shall thoroughly wash hands and other parts of the body that may have been contaminated with bodily fluids such as blood, saliva, semen, urine, or feces, with soap and running water as soon as feasible after an exposure.  
***Note: The Baltimore County Communicable Disease Exposure Procedures manual is kept in the desk sergeant's office at all times and is available for reference.***

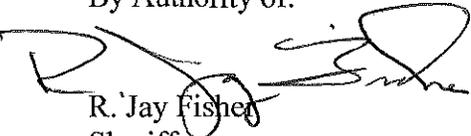
**Rescissions**

Remove from manuals/files and rescind:  
Memorandum entitled, "*Exposure to Communicable Diseases, Blood-Borne Pathogens and Human Bites*", dated January 10, 2007.

**Distribution**

All Members

By Authority of:

  
R. Jay Fisher  
Sheriff