

GREAT FALLS COLLEGE MSU HEALTH SCIENCES GENERAL HEALTH POLICY

POLICY

All Health Science students must complete the required Great Falls College MSU Student Immunization and Verification Form and submit to their Program Director after acceptance into their program. If a student has an illness or infectious disease or has sustained an injury which could potentially be exacerbated by attendance at a clinical site or by participating in a laboratory experience on campus, or could potentially place a fellow student or patient at risk, the student has an obligation to seek treatment of the medical problem or injury. A signed release form from a physician or other healthcare provider must be submitted to the Program Director before the student will be allowed to participate in a lab or clinical experience.

RATIONALE

Future healthcare providers must understand the impact of personal health and safety in on-campus labs and at clinical sites. Patients who seek healthcare are vulnerable due to altered health/risk status and must be protected; the safety of fellow students on campus must also be recognized. Health Sciences students who are potential health/safety risks to others or themselves should not have contact with patients at clinical sites, or participate in potentially unsafe situations on campus. The potential unsafe situation must be discussed with the program director.

RECOMMENDATIONS

All Health Science students will submit a physical examination form and complete required immunizations to their Program Director after acceptance into their program. At registration the student will select or waive their comprehensive health insurance. It is expected that the student carry comprehensive health insurance as indicated on BannerWeb. There are health risks inherent in working in a clinical environment. Students are urged to use good sense in acquiring and maintaining health insurance coverage. Liability insurance which covers students while attending clinical sites is included in student lab fees for each program. This is not health insurance for the student; liability insurance covers the student in the event of harm or injury caused to a patient the student is treating at a clinical site.

COMMUNICABLE DISEASE PREVENTION POLICIES

IMMUNIZATION POLICY

In compliance with Montana state law, students born after January 1, 1957 who are taking seven (7) or more credits **or** are enrolled in a certificate or degree program must:

- a) Show documentation immunizations were given after 1967 and after the student's first birthday and must have been administered at least thirty (30) days apart. Current immunizations must have been administered in the form of the MMR vaccine. Immunizations must be documented by a physician, registered nurse, or school official.
OR
- b) Submit documentation of having contracted measles and rubella. Documentation by a physician is required including dates of illness.
OR
- c) File a medical or religious exemption.
OR
- d) A written statement from the student.

Evidence of one of the above must be submitted before students will be permitted to register for courses.

REQUIRED HEALTH SCREENING TESTS/ GENERAL SAFETY GUIDELINES

TB POLICY

A two-step screening for TB must be done upon entry into any Health Sciences program. Evidence of screening must be provided to the Program Director. The student may be asked to provide a repeat screenings based on the policy of the clinical site, with evidence of update provided to the Program Director to be kept on file during the duration of the program of study. If history of positive TB test, student will obtain a chest x-ray to establish non-active disease.

RATIONALE

Students are expected to follow health practices protecting both their patients and themselves. Clinical sites require proof of students' TB tests prior to allowing attendance at the clinical internship. Failure to show proof of current immunization will result in denial of access to the clinical site. Students with a history of positive TB test results must obtain a negative chest x-ray to establish non-active disease status. Students with a positive TB test need to follow Benefis's Employee Policy in order to attend clinical.

HEPATITIS B SERIES

The College strongly recommends Health Science students who will be working in direct patient contact areas to receive the Hepatitis B vaccine series. Students are urged to use institutional policy and/or CDC recommendations in protecting themselves against health risks and potentially infectious diseases in the clinical environment. If a student declines to receive the Hepatitis B series, a signed declination form will be kept in the student's file. Students are encouraged to discuss the benefits of receiving the Hepatitis B series with their health care provider. Students must also be aware that certain clinical sites will not allow students access to their facility unless they have completed the series.

NEEDLES AND SHARPS

On campus, when practicing patient care techniques involving needles and other sharp instruments, students are expected to follow guidelines and protocol as outlined by their instructor and in the student handbook of their respective program. When attending clinical internships the protocol of the facility will be followed.

Red biohazard containers are available in all classroom labs in which the use of needles or sharps is a component of the learning experience and lab. Needles **must not** be recapped, bent, broken or clipped, removed from syringes or otherwise manipulated by hand. Disposable needles, syringes, blades, razors and other sharps **must be** disposed of in the red biohazard containers. Students must never place their hands inside the red container, and if the container is full, should ask the instructor for a new container.

In the event of accidental needle stick with a contaminated needle, at a clinical site, the student must follow the procedures as outlined by the clinical site, and submit a “Report of Exposure to Communicable Disease” form as found in this packet, to the Program Director. The Program Director will keep the completed form in the student’s file, and follow-up with any protocol as established by the facility.

In the event of an accidental needle stick with a contaminated needle or an exposure to body fluid to non-intact skin, mucous membrane, or by percutaneous injury during an on campus lab, the student should comply with the following steps. It is critical to follow these steps because if a source, the person whose blood or body fluid to which the student was exposed, is positive for HIV transmission, there are medications that are available that prevent HIV transmission. These medications, however, are most effective when started within two hours after exposure.

1. De-glove. Bleed the wound.
2. Wash skin and wound with soap and water. Flush mucous membranes with water.
3. Dress the wound.
4. Notify your Program Director and submit the “Report of Exposure to Communicable Disease” form to the director.
5. The source and the student will be counseled to seek out lab tests and counseling through the ER or the City/County Health Department located at 115 4th Street South, Great Falls, MT 59401. There is cost associated with this testing. The student is expected to use their health insurance to pay for the cost of the of the baseline, 3 month exposure, and 6 month exposure HIV and HCV tests at the City/County Health Department, .

The source and student will be encouraged to seek this counseling so they can receive the appropriate medical treatment and the needed information to prevent further exposure. The source individual will be encouraged to make available the results of the test to the student and the Program Director. Copies of all reports will be kept by the Program Director in the student’s file. The Program Director will follow-up with the source and the student following the current guidelines as outlined by the Center for Disease Control and Prevention (CDC) and policies as outlined by the City/County Health Department. The program director will also inform the Health Sciences Division Director of the incidence, however, the names of the source and student will not be shared for confidentiality purposes.

BLOOD AND BODY FLUIDS

At clinical sites, procedures for handling blood, body fluids or any types of secretions must be followed in accordance with the facility's policies and procedures. In the event of a blood or secretion spill, students must follow procedures as outlined by the facility. Never leave a spill unattended: either clean the spill according to facility protocol (depending on the circumstance) or wait until housekeeping personnel arrive.

If there is blood, body fluid or any type of secretion spilled in the campus lab, don gloves and lay dry paper towels on the spill to absorb the fluid then layer a second set of disinfectant soaked paper towels over the spill.

There will be a container in your lab which holds a mixture of bleach diluted in water 1:10. Use this mixture to soak the paper towels. Notify your instructor there's been a contaminated spill.

Encircle the spill with additional disinfectant being careful to minimize aerosolization while assuring adequate contact. Decontaminate all items within the spill area. Allow a minimum of 20 minutes contact time to ensure disinfection. Discard contaminated disposable materials using appropriate Biohazardous waste disposal procedures.

Spray down the area again with the bleach solution and wipe clean, disposing of all paper towels in the Biohazardous bag: tie the bag and dispose of the bag in one of the large red Biohazardous containers located near the dental clinic. Your instructor will tell you the location of the large containers.

LINEN

If handling any types of linen (sheets, pillowcases, towels, etc.) at clinical sites, take care to minimally agitate the materials due to airborne contamination. In many facilities, paper products are used in certain areas. All soiled linen should be bagged at the location of its use: it should not be sorted or rinsed in patient care areas. Follow facility procedures in disposing of soiled linens to appropriate areas.

If using linens in on-campus lab, your instructor will inform you about your program's care and laundering of any linen. There is a washer and dryer available to Health Science programs in the room adjacent to R 190 on the first floor, west side of the campus building. The simulation hospital on the bottom level under the library also has a washer and dryer.

DISPOSAL OF HAZARDOUS WASTE

Biohazardous waste is disposed of in accordance with Occupational Safety and Health Administration (OSHA) regulations. Any full sharps containers or red biohazard bags containing contaminated material must never be left in a lab after class: assist your instructor in disposing of materials to the appropriate container or area. At clinical sites, always follow facility procedures. There are usually many biohazard containers available in all patient care areas.

ADDITIONAL PRECAUTIONS

If a student has an exudative lesion, weeping dermatitis or any skin lesion which could potentially transmit disease through touch, the student should refrain from patient care and from handling patient

equipment until the condition resolves. Students should notify their instructor of the condition and it is to the discretion of the course instructor to allow students with these conditions into the on-campus lab.

Students working in direct patient care areas that are pregnant or suspect they may be pregnant should inform their program director. Pregnant women must be particularly cautious when working with certain types of patients. Your program director, course instructor and clinical preceptor should be aware of your pregnancy in order to minimize any risks to your health and safety.

RESUSCITATION EQUIPMENT

At the College, there is an Automatic External Defibrillator (AED) mounted to the wall outside of the Dental Clinic on the northeast side of the campus building. When at the clinical site, students must know where to locate nearby resuscitation equipment. Students should ask their clinical preceptor about facility procedures when responding to an emergency situation. This information is usually included in the facility orientation when students first arrive at the site.

EXPOSURE TO OR DIAGNOSIS OF A COMMUNICABLE DISEASE POLICY

This policy refers to any communicable condition which potentially threatens student or patient safety. Examples would be, but not limited to strep throat, herpes, scabies, shingles, rubella, tuberculosis, hepatitis or HIV.

POLICY

A student who suspects contact, has contact, is exposed to or contracts a communicable disease must report such contacts/diagnosis to his or her Program Director immediately. Contact may be, but not limited to direct touch, needle stick, airborne or handling of contaminated materials or equipment. Compliance with the policy and procedures as follows is the responsibility of the student. Students must follow institutional policy when interfacing with patients in Isolation status.

RATIONALE

The purpose of this policy is to prevent spread of disease to other students, patients and the community. The procedures attached to this policy have an approved, uniform and planned approach for assisting students who have been exposed to or contracted a communicable disease. The student is responsible for being knowledgeable about communicable diseases and their own role as a potential source of infection or their responsibility for the health and safety of others. This is especially significant in the clinical setting when working with patients already in a debilitated and medically compromised condition.

PROCEDURES

When attending a clinical site students are to report suspected or real contact with a communicable disease to their clinical preceptor immediately following the event. The clinical preceptor will follow the facility's procedures, and also notify the Program Director. The student should also contact the Program Director as soon as possible after the event.

If a student suspects having a communicable disease, or having come in contact with one, outside the clinical setting (for example chicken pox or other common but contagious disease) the student must notify the Program Director who will then determine if the student should be allowed to attend on-campus classes or the clinical internship.

If it is confirmed the student has a communicable disease, he or she must follow-up with appropriate medical care and inform the Program Director. Decisions pertaining to the student's continuation or postponement of any type of coursework will be made on a case-by-case basis, based on the severity of the disease, at the discretion of the Program Director. The health and safety of the student, patients and other students will always be a deciding factor in these cases. The most recent information from the Centers for Disease Control and Prevention (CDC) and the Occupational Safety and Health Administration (OSHA) will be used as guidelines for decision-making.

Following is an example of the form which will be given the student by the Program Director in the event of exposure or potential exposure to a communicable disease.

<u>HEALTH SCIENCES DIVISION</u> <u>GREAT FALLS COLLEGE MSU</u> <u>REPORT OF EXPOSURE TO COMMUNICABLE DISEASE</u>	
Student Name: _____	Date: _____
Communicable disease exposed to: _____	
Date and Time of Exposure: _____	Method of Exposure: _____
Description of Incident: 	
Reported to Program Director Date and Time: _____	
Report of Initial Visit to Physician or other Provider, including treatment plan: 	
Student Signature/ Date: _____	
Program Director Signature/ Date: _____	
Report of Follow-Ups: 	
Student Signature/Date: _____	
Program Director Signature/Date: _____	

MANDATORY ORIENTATION PROGRAM TO STANDARD PRECAUTIONS

POLICY

All Health Science students entering their respective healthcare programs must attend the Health Sciences Orientation which includes information and testing on blood borne pathogens and standard precautions. This orientation must be completed before a student is allowed to participate in any on-campus lab which may involve exposure to blood or body fluids and prior to participating in patient care at a clinical site.

RATIONALE

A program to introduce Health Sciences students to Standard Precautions is required by the College. Students participating in on-campus labs and attending clinical internships which include direct patient care must receive instruction about the health and safety risks involved when working with needles and other sharps and blood, body fluids and other secretions. The instruction provided at the Health Sciences Orientation is a brief introduction to potential hazards and to safe practices; students will receive comprehensive education and skills training in all procedures to minimize risk to patients and themselves.

PROCEDURE

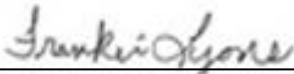
- All students admitted to a Health Science program will attend the Health Sciences Orientation which introduces students to Standard Precautions and safe practice when exposed to blood, body fluids and other secretions in the clinical environment or in the on-campus lab. The Orientation session occurs in August and January during the academic year, prior to the fall and spring semesters.
- Each attendee in this group Orientation will view a video on Blood Borne pathogens and Standard Precautions and a demonstration/discussion on appropriate donning and removal of personal protective equipment. A short written quiz will be given following this portion of the Orientation, and the graded quiz will be submitted to each student's Program Director and kept on file as proof of attendance. (The quiz must be passed)
- Failure to attend the mandatory session will require that the student contacts his or her Program Director to make alternate arrangements for viewing of all components of the Orientation session: Standard Precautions, protective equipment, confidentiality, HIPAA requirements and professionalism. Alternate arrangements will be made by the Program Director at his or her discretion and the availability of faculty to present the material. Students must complete the Orientation session before attending any off-campus clinical internship. Most clinical sites now require proof of instruction on standard precautions and HIPAA regulations before allowing students to participate in any internship.
- Students admitted to Health Information Programs offered totally online, who do not attend on-campus classes, will participate in a Health Sciences Orientation online which has been developed specifically for Health Sciences students who will be working in a non-clinical environment. Students in these programs will be notified of the Orientation by their Program Directors.

Approved, Great Falls College MSU

Dean/CEO

Date

Approved, Health Sciences Division



Director, Health Science Division

8/12/15

Date