



COLGATE UNIVERSITY

Bloodborne Pathogen Post Exposure Letter

To Whom It May Concern:

_____ is an employee of Colgate University. He/She has been involved in an accident that may have put this individual at risk for bloodborne pathogen exposure. Please evaluate this individual to determine risk of HIV/HBV exposure and to provide appropriate care and follow up, such as Hepatitis B or HIV prophylaxis.

In accordance with 29 CFR Part 1910.1030(f)(5), please forward the Healthcare Professional's Written Opinion within 15 days of the completion of evaluation to:

Colgate University
Student Health Services
13 Oak Drive
Hamilton, NY 13346

As indicated in the federal standard, the Healthcare Professional's Written Opinion will contain only the following information:

1. The Healthcare Professional's Written Opinion for Hepatitis B vaccination shall be limited to whether Hepatitis B vaccination is indicated for an employee, and if the employee has received such vaccination.
2. That the employee has been informed of the results of the evaluation.
3. That the employee has been told about any medical conditions resulting from exposure to blood or other potentially infectious materials which require further evaluation or treatment.
4. All other findings or diagnoses shall remain confidential and shall not be included in the written report.

To facilitate the reporting requirement, a form has been provided to fill in the Healthcare Professional's Written Opinion information.

All bills may be forwarded to:

Colgate University
Human Resources
13 Oak Drive
Hamilton, NY 13346

Thank you for your assistance with this matter.

Sincerely,

Daniel B. Gough
Director of Environmental Health and Safety
Colgate University



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Bloodborne Pathogen Post Exposure Form

Healthcare Professional's Written Opinion

Colgate University Employee Name: _____

Date of incident: _____

Healthcare Professional / Medical Facility contact information:

- Was individual assessed as having a bloodborne pathogen exposure risk? _____
- Was Hepatitis B vaccination indicated for the employee? _____
- Was Hepatitis B Immune Globulin given? _____
- Was Hepatitis B vaccine series started? _____
- Was the employee informed of the results of the evaluation? _____
- Was the employee told about any medical conditions resulting from exposure to blood or other potentially infectious materials which require further evaluation or treatment? _____

Healthcare Professional Signature: _____

Date of evaluation: _____

Note: All other findings or diagnoses shall remain confidential and shall not be included in the written report.



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Bloodborne Pathogen Post Exposure Checklist

POST EXPOSURE EVALUATION AND FOLLOW-UP CHECKLIST

The following steps must be taken and information transmitted, in the case of an employee's exposure to Bloodborne Pathogens:

- _____ The exposed individual is sent to Colgate University Student Health Service (or if after hours is sent to an emergency room) for evaluation of the potential exposure.
- _____ If sent to Colgate University Student Health Service an exposure risk assessment will be made. See exposure risk assessment form.
- _____ If the exposed individual is deemed to have a high risk exposure, the individual will be sent to the appropriate Occupational Health Clinic or Emergency Room for further evaluation and treatment initiation if indicated.

Documentation forwarded to healthcare professional / Emergency room.

- _____ A letter of introduction and request for services.
- _____ Copy of the Bloodborne Pathogens Standard
- _____ Description of exposure incident, including routes of exposure (see exposure report form)
- _____ Source information is known. (see source individual form)
- _____ The exposed employee medical records including:
 - a. Hepatitis B Vaccination Status
 - b. Dates of Vaccinations
 - c. Medical records in relation to ability to receive Hepatitis B Vaccination.