

Bloodborne Pathogen Exposure Procedures

After direct contact with blood or other body fluids (including saliva) such as from a needle stick, cut, bite or eye splash, post-exposure treatment may be necessary. **Referral to Concentra must occur as soon as possible after exposure, within 2 hours for HIV and 24 hours for Hepatitis B infection for provision of immediate protection.**

What You Must Do If Exposed

1. Immediately wash the exposed area with soap and water for at least ten seconds.
2. Immediately notify the building office manager and call the Nurse Triage Helpline at 833-928-6877.
3. Immediately seek medical treatment for a post-exposure medical evaluation.

Concentra

3726 Broadway, Suite 101

Everett, WA 98201

If the incident involves another individual (exposure source) as a result of an incident such as biting or an accident involving blood, the exposure source will then be asked to go to Concentra for testing at the same time the employee is sent for a medical evaluation. If the source of blood or other body fluid exposure is a child, it will be necessary for the building/department administrator to request for the parent/ guardian to have the child tested.

The District cannot force parent/guardian to take the student to get test after the exposure. The decision to seek post exposure treatment or testing is subject to the parent/guardian's discretion.

An exposure is considered an on-the-job injury. **File an L&I claim by following the direction for filing with Puget Sound Workers Compensation Trust.**

Directions for Filing a Claim

The Puget Sound Workers' Compensation Trust is the third-party administrator managing the district's employee Accident/Incident Reports and work injury claims. A claim for worker's compensation benefits will be established for you once the call is placed with Nurse Triage line.

Upon submitting your report and work injury claim, the Puget Sound Workers' Compensation Trust will email you the following:

- Your claim number (give this number to your doctor/medical provider)
- Prescription letter (to fill/pay for any prescriptions from your medical provider)
- General work injury claim information

When submitting a work injury claim, you must also contact the Benefits department to discuss your status and next steps. It is extremely important that you submit a copy of the completed **Activity Prescription Form** (or whatever paperwork the medical provider gives you) immediately after receiving treatment and following every appointment. This document can be faxed to the benefits office at 425-385-4135, scanned and emailed to benefits@everettsd.org, or brought to the benefits office in the CRC Building at 3900 Broadway, Everett.

If you have general questions regarding the workers' compensation benefits, please visit the Department of Labor & Industries website for injury claims. For specific claim questions after filing, please contact your claims adjuster with Puget Sound Workers' Compensation Trust at 253-778-7667.

CONTACT INFORMATION

Phone: 425-385-4115 Fax: 425-385-4135

Email: benefits@everettsd.org

Benefits Department

Community Resource Center

3900 Broadway, Everett WA 98201



IN CASE OF A WORKSITE INJURY

CALL IMMEDIATELY!

1-833-WCT-NURS

1-833-928-6877

For potentially life-threatening injuries CALL 911