

COVINGTON POLICE DEPARTMENT

STANDARD OPERATING PROCEDURE

Subject: OCCUPATIONAL SAFETY AND HEALTH / BLOOD BORNE PATHOGENS

Date of Issue: 01-01-1999

Number of Pages: 2

Policy No. T060

Review Date: 06-01-2007

Distribution: Departmental

Revision Date: 01-13-2016

I. Purpose

To establish procedures and provide for the protection of all Covington Police personnel against occupational exposure to potentially infectious materials resulting from the performance of assigned duties.

II. Vaccinations

- A. The City of Covington will offer, at no cost, the Hepatitis B vaccination to all employees. This vaccination will normally be offered within ten (10) days after completion of the police academy for all sworn personnel. Non-sworn personnel will normally be offered vaccinations within ten (10) days of being hired.
- B. The Newton County Health Department will administer all vaccinations, unless otherwise directed the Chief of Police.
- C. Employees who do not want the Hepatitis B vaccinations must sign a statement of declination. This signed statement of declination will be placed in the employee's personnel file.
- D. All employees will be instructed in the dangers of Hepatitis B regardless of their desire to have the vaccinations or not. This training will take place before any employee is asked to make a decision about the vaccinations.

III. Protection

- A. The appropriate personal protective equipment such as gloves, mask, and goggles shall be issued at no cost to all employees who may be exposed to potentially infectious materials resulting from the performance of duties. The issued personal protective equipment may be used in all cases where the potential for exposure is present.
- B. The above equipment will be maintained in all Patrol and Investigative vehicles of the Covington Police Department. A supply of this equipment shall be maintained by Support Services and shall be replaced on an as needed basis by the officer(s) who use them.

- C. Disposal of equipment that is used and contaminated will be done by the officer using such equipment and or by that officer's immediate supervisor. Disposal of contaminated equipment shall be taken to Piedmont Newton Hospital for disposal by incineration.
- D. Any equipment used, regardless of contamination, will not be left on any scene. It is the responsibility of the officer using the equipment to make sure personal protective equipment is not left on scene and is disposed of properly.
- E. Equipment used, but not contaminated, must be placed in a plastic bag and can be disposed of in a dumpster.
- F. All officers whose uniforms and or equipment are contaminated with bodily fluids will be allowed to change uniforms and clean equipment as soon as possible.
- G. It is recommended that all clothing be immediately washed and all equipment cleaned to reduce risk of further exposure.

IV. Hygiene

All Covington Police Department personnel will practice safe hygiene such as hand washing and prohibit eating, drinking, and smoking in places where there is a reasonable likelihood of exposure shall be enforced.

V. Training

All sworn and non-sworn personnel shall receive training at least annually in the area of occupational safety and health/bloodborne pathogens or as deemed necessary by the City of Covington Risk Manager.

This SOP supersedes any SOP previously issued.

BY ORDER OF THE CHIEF OF POLICE:

Stacey L. Cotton
Stacey L. Cotton
Chief of Police