

BODY SUBSTANCE EXPOSURE REPORTING PROCESS

WHO to call: Page OHS at Beeper 5356 24 hours/day. On weekends and after 4:30 p.m. Monday-Friday the beeper will be forward to the appropriate emergency room personnel.

NEVER INITIATE ORDERING BLOOD FOR TESTING WITHOUT BEING INSTRUCTED TO DO SO.

WHAT information is needed: The source patient's name, registration number, hospital location and a phone number or pager number of where you can be reached.

WHERE to send the blood specimen: One corvac (SST) tube of blood should be sent STAT to Central Distribution. Off-Sites may need to call a STAT courier to bring blood to UMHS depending on specimen delivery times.

WHEN: Exposures should be reported as soon as possible. The rapid HIV tests can give results within 2 hours. If this test is positive prophylactic treatment should begin immediately.

All employees who have reported their exposure through the emergency department must follow-up with OHS on the next business day.