

Unidentified Employees

The BBPCT automatically generates categories based on job titles. Employees not identified by their job titles i.e. *Category A* or *B* will default to *Unidentified*. Consequently, several employees in this group, may in fact have occupational exposure to blood and OPIM because of their assigned job tasks. For example, an English teacher, by job classification may not be at risk; however, if that teacher is assigned to administer the Epi-pen, CPR, AED, or toileting physically challenged students, any of these tasks may place her at occupational risk. This teacher should now be placed in *Category A*.



Generally,
not at risk

Required Action

In consultation with the Principal, review all names in this category and determine whether any of their assigned tasks place them at occupational risk of exposure to blood and OPIM. Place these employees in *Category A* or *B*. The remaining *Unidentified* employees on this page will change to *Category C* after the page is *Confirmed*.

Category C Employees

This category represents employees who generally do not have occupational exposure to blood and OPIM.

Required Action

After identifying employees in *Category A* and *B*, all other employees on the page will default to *Category C* once the page has been *Confirmed*.

Tasks with Potential Occupational Exposures to Blood and OPIM

Job Classification	Tasks with Potential Exposure
Adaptive Physical Education Teachers	Clean up, decontamination activities, and first aid
Lifeguards	First Aid Treatment as required
School Health Aides	
Laboratory Teachers	
Deans, APs, and Principals	Student restraint
Crisis Intervention Team	
Education Facilities Officers	
School Nurses	First aid treatment, routine health care and medical care, and bathroom care
Occupational, Physical and Speech Therapists	
Epi-pen Applicators	
AED/CPR Responders	
Health Paraprofessionals	
District 75 staff	
Skilled Trades Employees - Plumbers	Unclogging sewerage systems and maintenance activities
Custodial employees	Clean-up and decontamination activities
School Food Employees	

This brochure is intended to communicate basic regulatory requirements on OSHA's Bloodborne Pathogens Standard cited as 29 CFR 1910.1030 and not be to considered medical or legal advice.



Joel Klein
Chancellor

Bloodborne Pathogens Standard 29 CFR 1910.1030



A SESA's Guide To Employee Exposure Determination

Office of Occupational Safety and Health
65 Court Street, Room 706
Brooklyn, NY 11201
Tel: 718-935-2319
Web: schools.nyc.gov/offices/DHR/OSH

September 2009

Overview

This guide has been created to help Site Employee Safety Administrators (SESAs) to correctly identify and categorize NYCDOE employees who are at occupational risk of exposure to blood and other potentially infectious materials (OPIM).

As you preview the *Identify at Risk* section of the Bloodborne Pathogens Compliance Tool (BBPCT), you will notice that a list with employees' names has been pre-populated into Categories A and B with the remainder of employees listed as *Unidentified*.

SESAs are required to review the names and confirm the correct category placements for each employee.

Custodial Employees, Education Facilities Officers, School Food employees are identified and trained separately

Category A Employees

This category identifies job classifications in which ALL employees may be expected to incur occupational exposure to blood or OPIM, regardless of frequency. At this time, all job classifications in District 75 are categorized in *Category A*.



Titles with at-risk job tasks

ALL EMPLOYEES AT RISK OF EXPOSURE

These employees are listed in **Category A**

- School Nurses
- School Aides who work with the developmentally disabled
- Health Aides
- Designated CPR/First Aid Responders*
- Designated Automated External Defibrillator (AED) Responders*
- Epi-pen Applicators*
- Health Paras
- Crisis Intervention Team*
- All District 75 employees
- Occupational Therapists
- Speech Therapists
- Physical Therapists
- Lifeguards
- Custodial Cleaners
- Education Facilities Officers
- Plumbers

* Not title specific

Required Action:

Review the list of names in *Category A* and confirm that all employees in the above titles are correctly listed in *Category A*. If an employee in one of the above titles has been omitted, you need to include that employee in this category. You should find that employee in the *Unidentified* category.

Category B Employees

SOME of these employees may have exposure to blood and OPIM during the performance of their normal job duties. For example, a school may have 10 Deans; however, only 2 may be performing job tasks that may result in occupational exposures. i.e. Restraining students.



Titles in which some employees are at risk

SOME EMPLOYEES AT RISK OF EXPOSURE

These employees are listed in **Category B**

- Principals/Assistant Principals/Deans
- Skilled Trades employees
- Custodians
- Adaptive Physical Education Teachers
- Laboratory Teachers
- Custodial Employees
- Physical Education Teachers
- School Food and Nutrition Kitchen Staff

Required Action:

Review the names of each of these employees and determine whether their job tasks place them at occupational risk of exposure to blood and OPIM.

Eligibility for *Category B*, means the performance of at least one at-risk task for occupational exposure to blood or OPIM. Using the example above, only 2 Deans should be included in *Category B*. The remaining 8 should be placed in *Category C*, which represents employees with no risk of occupational exposure to blood or OPIM.

To change an assigned category in the BBPCT, click on the tab next to the letter. Choose from A, B or C