


Name of Policy: <u>Facilities and Safety</u> Policy Number: 3364-108-109 Department: Pathology/Laboratory – Blood Bank Approving Officer: Associate Professor Director, Clinical Pathology/Hematopathology Responsible Agent: Core Lab Coordinator (Michelle Bartkowiak, MT(ASCP)SBB) Manager, Lab (Cynthia O’Connell) Scope: Pathology/Laboratory – Blood Bank	 Effective Date: 6/9/2008 Initial Effective Date: 1/1998
<input type="checkbox"/> New policy proposal <input type="checkbox"/> Major revision of existing policy	<input type="checkbox"/> Minor/technical revision of existing policy <input checked="" type="checkbox"/> Reaffirmation of existing policy

(A) Policy Statement

The Blood Transfusion Service has a process to ensure safe conditions in the workplace.


(B) Purpose of Policy

To define processes and training programs for emergency and disaster preparedness, chemical hygiene, bloodborne pathogens and general safety and to ensure adequate environmental conditions are maintained.

(C) Procedure

The Blood Transfusion Service maintains an Emergency Preparedness and Disaster Plan. Drills in this procedure are conducted by UTMC at periodic intervals. Evaluations of the drills are performed and corrective action implemented as needed.

The Blood Transfusion Service maintains a copy of the UT Safety Manual including safety policies and procedures applicable to both the hospital and the college. The Manual includes the current version of the Pathology Safety Manual and addresses training in Chemical and Hazardous Waste Management, Electrical and Fire Safety, Infection Control, Injury and Crime Prevention, Radiation Safety, Risk Management. Each employee must attend Orientation and Training Inservices upon employment at UTMC that cover training in all of the above areas. Each employee must pass a test administered by UTMC covering each of these areas annually. Employees who fail to obtain a passing score will obtain remedial education. The UTMC Safety Manual also includes a section for applicable MSDS (Material Safety Data Sheets). All Lab employees are required to maintain competence in the standards of Universal Precautions and the use of Personal Protective Equipment.

Approved by:  _____ Robert L. Booth, Jr., M.D. Associate Professor Director, Clinical Pathology/Hematopathology Review/Revision Completed By: Michelle Bartkowiak, MT(ASCP)SBB	Review/Revision Date: 1/98 3/99 1/05 1/2008 6/9/2008 Next Review Date: 6/1/2011
Policies Superseded by This Policy:	

It is the responsibility of the reader to verify with the responsible agent that this is the most current version of the policy.