(A) Policy Statement

Heart and Vascular Center, Cardiology Clinic and Cardiovascular Research personnel will adhere to policies and procedures established by Infection Control and the Standard Precautions Policy #3364-109-ISO-401.

(B) Purpose of Policy

To protect Heart and Vascular Center, Cardiology Clinic and Cardiovascular Research personnel and patients from transmission and acquisition of infectious diseases.

(C) Procedure

1. Because all patients who enter the Heart and Vascular Center/Cardiology Clinic/Cardiovascular Research may require care or assistance (especially CPR) at any time while here, Heart and Vascular Center, Cardiology Clinic and Cardiovascular Research employees will be required to routinely perform category I or II tasks as needed.

2. Classification of tasks:

   Category I Tasks  Tasks that involve exposure to blood, body fluids or tissue.

   a. Insertion and withdrawal of intravenous needles/catheters.
   b. Administration of intravenous radioisotopes and medications.
   c. Injection of intravenous microbubble contrast during the performance of 2D echocardiograms.
   d. Assistance with insertion and removal of various pacing and other catheters.
   e. Maintenance or manipulation of intravenous lines.
   f. Performance of CPR or providing assistance during cardiac arrest.
   g. Assistance with insertion of probe and suctioning during Transesophageal echo testing.
   h. Assistance with echocardiograms in the OR.
   i. Administration of injections.
   j. Performing glucosans and or Coumadin finger sticks
   k. Starting IV’s
   l. Obtaining and handling wound, throat, and urine cultures.
   m. Performing hemocults.
   n. Changing dressings.

   Employees who would perform these tasks:
   1. RN’s
   2. Nuclear Medicine Techs
   3. Echo Techs
   4. Medical Assistants
Category II Tasks: Tasks that involve no exposure to blood, body fluids or tissue but employment may require performing unplanned Category I tasks:

a. Performance of all EKG procedures.
c. Prepping for exercise testing.
d. Performance of exercise testing.
e. Performance of M-mode, 2D and Doppler Echocardiograms.
f. Assisting patients in and out of wheelchairs, on or off beds or carts and to the restroom.
g. Administration of oral medications.
h. Performance of brain, cardiac and other nuclear imaging.
i. Patient reception, registration and scheduling.
j. Typing, copying, distribution and filing of Heart and Vascular Center test reports.
k. Processing requisitions and billing of patient tests.
l. Filling out forms and other paperwork required for use during patient testing and for interpretation of test results.
m. Assisting with performance of nuclear medicine testing.
n. Assisting with performance of tilt-table testing.
o. Pacemaker and AICD checks.
p. Measurement of vital signs.
q. Physical assessment.

Employees who would perform these tasks:
1. EKG Tech I, II and III
2. All Echocardiographic Technologists
3. Administrative Assistant
4. Technical Assistants
5. RN's
6. Nuclear Medicine Techs
7. Medical Assistants
8. Research Coordinator
9. Research Students

Category III Tasks: Tasks that involve no exposure to blood, body fluids or tissue, and Category I tasks, is not a condition of employment.

(No Cardiac Services employees fall into this category.)

3. All employees will adhere to hospital infection control policies.

4. In the event of spills or personal exposure to blood or body fluids in the Heart and Vascular Center/Cardiology clinic, the area supervisor or the department head will be notified and follow up provided by the Employee Health Department.

5. Protective clothing and equipment:
   a. Gloves, goggles, face shields and masks will be kept in the front desk area for all to use, as appropriate. Gloves will be kept in each clinic exam room.
   b. Isolation gowns and linen bags will be kept in the front desk area for all to use.
   c. There are two spill kits, one in room 1169 utility room and one in the cardiology clinic clean supply room 1112.
6. Personal performance evaluations will reflect assessment of compliance with institutional and departmental policies by knowledge and function and will include recommendations for corrective measures to be taken where indicated.

7. The Hospital Infection Control Manual will be kept in a centralized location in the cardiology clinic area cupboard and available to all personnel at all times.

8. A yearly competency on infection control will be accomplished by all Heart and Vascular Center/Cardiology Clinic/Cardiovascular Research personnel by completing the annual safety orientation or test.

9. Any items not specifically outlined in this policy will be governed by institutional policy.

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Approved by:

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Associate Vice President,
Associate Executive Director

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