

 <b>QUILLEN COLLEGE of MEDICINE</b> EAST TENNESSEE STATE UNIVERSITY	<b>Policy/Procedure/Process Name:</b>	Infectious Diseases and Environmental Hazards Education and Exposure
	<b>MSEC/ADMIN Number:</b>	ADMIN-0519-4
	<b>Approving Officer:</b>	William A. Block, Jr. MD MBA FACOG, Dean of Medicine
	<b>Agent(s) Responsible for Implementation:</b>	ETSU Quillen medical students, visiting medical students, medical providers, faculty, residents, staff and ETSU affiliated medical clinics
<b>Original DEAN Approval Date:</b> 5/2/2019 <b>Effective Date(s):</b> 5/2/2019	<b>Originator Name/Committee:</b>	ETSU Quillen Administration
<input checked="" type="checkbox"/> <b>New Policy/Procedure/Process</b>	<input checked="" type="checkbox"/> <b>Revision of Existing Policy/Procedure/Process</b>	
<b>Revision Date(s):</b>	<b>LCME Required Policy/Procedure/Process:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <b>LCME Element(s) Number and Description:</b>  Element 12.8 Student Exposure Policies/Procedures A medical school has policies in place that effectively address medical student exposure to infectious and environmental hazards, including the following: <ul style="list-style-type: none"> <li>• The education of medical students about methods of prevention.</li> <li>• The procedures for care and treatment after exposure, including a definition of financial responsibility.</li> <li>• The effects of infectious and environmental disease or disability on medical student learning activities.</li> </ul> All registered medical students (including visiting students) are informed of these policies before undertaking any educational activities that would place them at risk.	
<b>Exemption(s) to Policy through MSEC Action (date of meeting):</b> <i>All policies/procedures/processes will be reviewed during the MSEC Evaluation of the Curriculum as a Whole unless an earlier review is identified.</i>		
<b>Administrative Review Date(s):</b> 7/16/2020		

**(A.) Purpose of Policy:**

The purpose of this policy is to assure that all medical students, including visiting students, are educated about methods of preventing exposure to infectious and environmental hazards; the procedures for care and treatment after exposure, financial responsibility, and the effects of infectious and environmental disease or disability on medical student learning activities. The policy also informs medical providers, faculty and ETSU affiliated medical clinics of the responsibility and required procedures for students to complete following exposure to body fluids and blood-borne or air-borne pathogens.

**(B.) Policy Statement:**

**Policy Name: Infectious Diseases and Environmental Hazards Education and Exposure ADMIN 0519-4**

Medical students are potentially exposed to environmental hazards and/or patients with infectious diseases. All medical students will be educated and trained to prevent or reduce exposure to infectious and environmental hazards. For this reason, procedures exist to inform students of potential risk and teach them techniques and procedures designed to decrease or avoid exposure.

**(C.) Scope of Policy:**

ETSU Quillen medical students, visiting medical students, medical providers, faculty, residents, staff and ETSU affiliated medical clinics

**(D.) Activities of Policy:**

To minimize risk of exposure to environmental hazards and infectious hazards, all Quillen College of Medicine students are required to complete an annual online training module (<http://www.hcprotraining.com/lms/>) which instructs students on the identification of workplace hazards, methods of prevention of exposure to infectious and environmental hazards, use of personal protective equipment, and response to a hazardous exposure. This mandatory training begins during M1 orientation and continues through the M4 year. To document successful completion of the training, students are to upload their certificate of completion to My Record Tracker.

Students must complete training annually and be certified to continue patient care activities. Student participation in clinical activities may be affected if training is not completed in a timely manner. As a result of this training, students are expected to understand and comply with the following procedures:

- a) Universal precautions
- b) Needle/sharp safety
- c) Availability and use of protective equipment
- d) Isolation guidelines
- e) Post-exposure procedures for environmental and/or infectious exposure

**Procedure for Initial Student Exposure**

1. Remove soiled clothing as soon as possible and prior to exiting the patient's room, followed by immediate cleaning of the affected area with soap and water.
2. Report the exposure to the attending physician and/or resident.
3. Notify the Nursing Supervisor in the area where the exposure occurred and request assistance in completing an Occurrence/Incident Report using the relevant form specific to the facility or hospital system.
  - If the event occurs in a hospital setting, report to the emergency department for evaluation and treatment/follow-up. Documentation should include the route of exposure, circumstances under which the exposure incident occurred, identification, and if patient related, documentation of the source individual.
  - If the event occurs in an ambulatory clinic setting, report to the ETSU Student Health Clinic, hospital emergency department, or private physician of one's choosing for evaluation of the exposure. Documentation should include the route of exposure, circumstances under which the exposure incident occurred, identification, and if patient related, documentation of the source individual.

**Policy Name: Infectious Diseases and Environmental Hazards Education and Exposure ADMIN 0519-4**

- If the source of the exposure is body fluid that is known to be HIV, Hepatitis B, or Hepatitis C positive, the student must follow the facility's protocol where the incident occurred and/or report to the emergency department to begin immediate prophylaxis.
- The student should have baseline tests for body fluid exposure performed.
- Similar tests should be requested for the source patient through the hospital or clinic.
- Once all lab results are reviewed, the student should secure recommendations for any additional follow-up/treatment from the evaluating health care provider.
- **Students are not considered employees and as such all charges/expenses associated with the testing and treatment are the responsibility of the student, not the facility where the exposure occurred, East Tennessee State University or Quillen College of Medicine. Charges/expenses associated with the testing and treatment may be covered by the student's personal health insurance plan.** Financial assistance may be available through the Office of Student Affairs to assist students who incur expenses related to the exposure which are not covered by their health insurance.
- If the exposure occurs during an away elective, students are to follow the procedures of the host institution and notify Quillen College of Medicine's Office of Student Affairs within 24 hours.
- Visiting medical students are subject to the same training requirements and have the same support services available in case of an exposure as any enrolled student, and are required to verify that they have medical insurance while studying at Quillen College of Medicine.

4. Report the exposure to the Office of Student Affairs within 24 hours, 423-439-2019.

5. Provide the Office of Student Affairs a written opinion from the health care provider regarding need for further evaluation and/or treatment within fifteen days of exposure. This should include only the general recommendation regarding need for further evaluation and treatment-not specific medical information.

Students who are infected with HIV, HBV, HCV, and/or any other potentially transmissible disease or environmental hazard will not automatically be excluded from participating in patient-care activities, or restricted in their access to patient-care services or facilities because of their health status. Medically-based judgments in individual cases establish when exclusion or restriction is appropriate for the welfare of patients, the welfare of other members of the patient-care community, or the welfare of the individual.

NOTE: Students who are pregnant should be especially familiar with and strictly adhere to precautions to minimize the risk of transmitting blood borne pathogens to themselves and their fetus.

See Policy ADMIN-0519-5 *Participation in Patient Care Activities Following Exposure to Infectious Diseases and/or Environmental Exposure Related Diseases and Disability*

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<b>Approved by:</b> <b>Name / Title:</b> William A. Block, Jr. MD MBA FACOG, Dean of Medicine <b>Date(s):</b> 5/2/2019	<b>Policy/Process/Procedure Superseded by this Current Policy/Process/Procedure (name and number):</b> <i>(List only if a name change is involved)</i>
<b>Review/Revision Completed by:</b>	<b>Date</b>
<input checked="" type="checkbox"/> Office of the Dean	5/2/2019
<input checked="" type="checkbox"/> Academic Affairs	5/2/2019
<input checked="" type="checkbox"/> Student Affairs	5/2/2019
<input type="checkbox"/> Medical Student Education Committee	
<input type="checkbox"/> Student Promotions Committee	
<input type="checkbox"/> Faculty Advisory Council	
<input type="checkbox"/> Administrative Council	
<input type="checkbox"/> M3/M4 Clerkship/Course Directors	
<input type="checkbox"/> M1/M2 Course Directors	
<input type="checkbox"/> Student Groups/Organizations (describe):	

<b>Notifications of New or Revised Policy</b>	<b>Method of Notifications and Date</b>
<input checked="" type="checkbox"/> Medical Students	Course and Clerkship Administration 5/20/2019
<input type="checkbox"/> All QCOM Faculty	
<input type="checkbox"/> All QCOM Staff	
<input checked="" type="checkbox"/> Admissions Office (catalog)	2019-2020 Student Catalog