CONTENTS OF BIOLOGICAL INCIDENT KIT:
- Nitrile gloves
- Safety glasses
- Surgical style mask
- Disposable towels
- Benefect spray disinfectant
- Two (2) heavy duty plastic bags or trash bags NOT labeled "Biohazard"
- Order card to replace used Biological Incident Kit after each use

Biological Incident
Clean-up Instructions

Typically the Diocese of Lansing does not have individuals whose primary job involves regular exposure to blood or other potentially infectious materials (OPIM) such as vomit, urine, feces, and other body fluids. However, there are non-routine tasks where teachers, office staff, and custodians may have to assist in dealing with blood or OPIM. Individuals whose job involves regular exposure (i.e., school nurses) should refer to the diocesan policy in their Exposure Control Plan for Bloodborne Pathogens.
The following instructions and procedures are for teachers, office staff, custodians, and others who may have to address incidents such as the clean-up of minor to moderate spills of vomit, urine, feces, blood and other body fluids on a non-routine basis.

1. Keep people away from the biological incident area.
2. Don a surgical style mask followed by safety glasses.
3. Don nitrile gloves.
4. Cover the spill area with disposable towels or disposable absorbent material and allow them to completely absorb the biological material.
5. Dispose of the soaked towels or absorbent material in a heavy duty plastic bag or trash bag and **DO NOT** label it with the word “Biohazard.”
6. Spray the affected non-porous biological incident area with Benefect disinfectant solution.
7. Wipe up the Benefect disinfectant solution with disposable paper towels.
8. Dispose of the paper towels in the heavy duty plastic bag or trash bag.
9. Repeat the process of spraying the affected area with Benefect disinfectant solution and wiping dry.
10. For biological incidents larger than suitable for disposable towels, use a mop and bucket.
    a. Follow steps 1-3 above.
    b. Prepare a bucket with water and standard cleaner.
    c. Dip, wring, and mop up biological spill.
    d. Dip, wring, and mop once more.
    e. Spray cleaned surfaces with Benefect disinfectant solution and allow to dry.
    f. Dip mop in bucket and wring out until all excess liquid is removed.
    g. Remove mop head and dispose of it in the plastic bag, or spray mop head thoroughly with Benefect disinfectant solution and launder in hot water.
    h. Dispose of water from the bucket in a toilet.
    i. Rinse the bucket with clean water and dispose of rinse water in a toilet.
    j. Spray the bucket with Benefect disinfectant solution.
11. Visually check the contents of the bag to ensure that no liquids are pooled in the bottom.
    a. If liquids are present, add more towels or other absorbent material until all liquid is absorbed.
    i. This step is extremely important as the OSHA/MIOSHA bloodborne pathogens standard defines regulated waste as “liquid or semi-liquid blood or other potentially infectious material (OPIM); contaminated items that would release blood or OPIM in a liquid or semi-liquid state if compressed”.
    b. Open the spray bottle and pour the rest of the Benefect disinfectant solution on the contaminated material. Add more towels if necessary to ensure that liquid will not be released if the bag is compressed.
12. Seal the disposal bag by tying or taping shut.
13. Place the sealed bag inside a second bag.
14. Remove the nitrile gloves from your hands and place in them the second plastic bag on top of the sealed bag.
15. Remove the mask and safety glasses and place them in the second bag.
16. Seal the second (outer) bag and throw away as regular trash.
17. Wash hands thoroughly.
    a. Use soap and warm running water. Rub hands together for approximately 10 seconds to work up lather. Scrub between fingers, knuckles, backs of hands, and nails. Rinse hands under warm running water. Running water is necessary to carry away debris and dirt. Use paper towels to thoroughly dry hands.
18. Reorder Biological Incident Kit.

QUESTIONS?
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