

BBP Enrollment Checklist and Site-Specific Training Roster

UNL Bloodborne Pathogen/Exposure Control Plan

Form EHS-BBP-04

(Revised 5/20)

Enrollment tasks for Principal Investigators and Supervisors

- Determine which employees may be at risk of occupational exposure and therefore subject to the Bloodborne Pathogens Program. See Appendices B and C of the Exposure Control Plan (ECP) <http://ehs.unl.edu/programdocuments/BBP.pdf>. Contact EHS to have an Exposure Assessment conducted, if not previously completed.
IMPORTANT: *Unpaid and student workers are not covered by OSHA and therefore not subject to the Bloodborne Pathogens Program. See Section 1.1.1 of the ECP for further guidance on this subject.*
- Ensure that all employees subject to the BBP ECP receive the required training on an annual basis to include both EHS general training and site-specific training (as described below). <http://ehs.unl.edu/web-based-training/>
- Keep a copy of the **Site-Specific Training Verification Roster** on file.
- Ensure that employees either receive the complete Hepatitis B vaccination series or sign a declination statement. Download the **Hepatitis B Vaccination Declination Statement** (EHS-BBP-02) at <http://ehs.unl.edu/forms/#bbp>.
- Keep a copy of the **Exposure Care Kit** (EHS-BBP-03) document readily available to employees. Download this document at <http://ehs.unl.edu/forms/#bbp>

For research/clinical/diagnostic/teaching labs only:

- Submit an IBC New Protocol Form detailing experimental procedures involving potential exposure to bloodborne pathogens to the IBC. <https://nugrant.unl.edu>
- Keep a copy of the **Site-Specific Training Roster** in the Biosafety Manual.

Required Site-Specific Training

(Required upon task assignment and annually thereafter)

- Review tasks that place your employees at risk of occupational exposure to potentially infectious bodily fluids or OPIM.
- Review specific engineering, administrative, and PPE controls for each at-risk task.
- Provide training for new hazards or tasks added throughout the year for which previous training is inadequate.

