

MEMORANDUM OF UNDERSTANDING

Florida International University
Risk Management and Environmental Health & Safety
Miami, Florida 33199

MEMORANDUM of UNDERSTANDING BETWEEN

THE DEPARTMENT OF RISK MANAGEMENT AND ENVIRONMENTAL HEALTH &
SAFETY AND PHYSICIANS HEALTH CENTER TO PROVIDE NEEDLE-STICK
EMERGENCY RESPONSE PROGRAM FOR FIU EMPLOYEES

I. PURPOSE

The purpose of this Memorandum of Understanding (MOU) is to establish a mutual agreement for the provision of emergency response services for FIU employees occupationally exposed to Blood-borne Pathogens through needle-stick, sharps injuries, or splashes

II. REFERENCE

OSHA Blood-borne Pathogen Standard 29 CFR 1910.1030
Needle-stick Safety and Prevention Act 2000

III. BACKGROUND

The FIU Blood-borne Pathogen Program establishes guidelines in accordance with the requirements of the OSHA Blood-borne Pathogen Standard to protect employees from exposure to blood-borne pathogens, to provide training and prophylaxis, as well as exposure response, treatment, and counseling. The FIU BBP program covers over 200 faculty and staff. The number of employees covered under the program is expected to increase as a result of the FIU College of Medicine.

IV. SCOPE

This MOU covers occupational blood-borne pathogens exposure response, treatment, and counseling for all employees at Florida International University.

V. RESPONSIBILITIES

Physicians Health Center

- ◆ Provide 24/7 answering service and on-call physician for FIU employees with occupational exposure to blood-borne pathogens. For after-hour or weekend emergencies, refer FIU employees to the following medical emergency facilities:
 - Kendall Regional Medical Center (Modesto Madique Campus)
11750 Bird Road
305.223.3000
 - Mt. Sinai Aventura Emergency Room, Physician Offices, and Diagnostic Center
(Biscayne Bay Campus)
2845 Aventura Blvd
305.692.1010

- ◆ Provide emergency response treatment and care for occupationally exposed employees
- ◆ Complete medical care and follow-up procedures (including form DWC-25), contingent on approval from State of Florida Division of Worker's Compensation
- ◆ Provide monthly reports by the 28th day of each month containing the following information:
 - Employee name, job classification, and department
 - Date, time, and description of exposure incident
 - Type and brand of device involved in the exposure incident
- ◆ For each incident, provide a written medical opinion within 15 days of post-exposure evaluation with confirmation of the following information:
 - Hepatitis B Immunoglobulin or HBV immunity was indicated
 - Employee was informed of the results of the evaluation
 - Employee has been told about any medical conditions resulting from the exposure incident which require further evaluation or treatment
 - Employee has been informed of treatment options available
- ◆ Maintain employee medical records in accordance with OSHA recordkeeping requirements

FIU Department of Risk Management and Environmental Health & Safety (RM & EH&S)

- ◆ Advertise emergency response services and contact information (via the departmental website, new employee orientation, wallet cards sent to employees)
- ◆ Disseminate information concerning guidelines to prevent and report occupational blood-borne pathogen exposures
- ◆ Document cases and report to proper health authorities as required
- ◆ Conduct investigations into reported exposure incidents (identification of source and other potentially exposed persons)

FIU Employing Department

- ◆ Comply with BBP exposure control requirements
- ◆ Monitor tasks that may pose a needle-stick or sharp injury hazard, and modify as necessary
- ◆ Establish procedures for reporting and timely follow-up of all needle-stick and sharp-related injuries
- ◆ Ensure employees receive proper training on exposure awareness and handling exposure incidents
- ◆ Provide Hepatitis B Vaccination to occupationally exposed employees free of charge
- ◆ Complete an Exposure Incident Investigation Form for each incident and submit to EH&S
- ◆ Ensure employees follow post-exposure, treatment, and Worker's Compensation procedures
- ◆ Maintain exposure incident and sharps injury logs in accordance with OSHA regulations

FIU Employee

- ◆ Complete BBP Exposure Control training and follow recommended exposure prevention practices
- ◆ Keep BBP Exposure Emergency Response number readily available at all times while working
- ◆ In the event of an exposure, seek immediate medical counsel, guidance, and care (some treatment may be time sensitive and require action within 24 hours)

- ◆ Report all needle-stick and sharps-related injuries to supervisor promptly to ensure receipt of appropriate follow-up care
- ◆ Provide description of incident and how exposure occurred to medical provider
- ◆ Follow post-exposure and treatment procedures
- ◆ Obtain all required paperwork (Physician's written opinion, labs results, incident report) for follow-up with Worker's Compensation Program

VI. POINTS OF CONTACT

The principal contacts for this MOU are:

FIU Needle-stick Program Contact	FIU Worker's Compensation Program Contact	Physician's Health Center Contact
Tamece Knowles, Biosafety Officer	Mary Cruz, Program Coordinator	Maxine Boyer, Vice President Marketing and Business Dev.
PHONE: 305-348-3387 305-348-2621	PHONE: 305-348-7960 24/7 786-229-3641 (cell) 305-348-2181	PHONE: 305-888-7555 ext.111 305-439-4165 (cell)
FAX: 305-348-3574	FAX: 305-348-6476	FAX: 305-888-4044
EMAIL: Knowles@fiu.edu	EMAIL: cruzma@fiu.edu	EMAIL: astro4065@aol.com