



TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER EL PASO

Operating Policy and Procedure

TTUHSC El Paso Health Surveillance Program

Employees

I. Tuberculosis Surveillance

Tuberculosis surveillance for Covered Individuals is based on current U. S. Department of Health and Human Services, *Centers for Disease Control and Prevention (CDC) Recommendations and Reports (December 30, 2005, 54 (#RR-17):1-147), Guidelines for Preventing the Transmission of Mycobacterium tuberculosis in Health-Care Settings. Details of implementation are included in the Tuberculosis Control Program, Ambulatory Clinic Policy and Procedure EP 7.7.*

A. New Employee Orientation

1. Any employee of with direct patient care is required to have documentation of a TB skin test (TST) having been performed within the last 12 months, regardless of a history of BCG vaccine.
2. Any employee with direct patient care who has never received a TB skin test (TST), tested negative prior to the last twelve month "window" must undergo (2-step) testing.
3. Any employee with direct patient care with documentation of a positive TB skin test (TST) shall provide a report from a physician indicating that a Chest X-Ray taken within the previous 12 months was negative for TB, or he/she must have Chest X-Ray performed and read before starting any patient related activities. An annual TB questionnaire must also be completed.

B. Annual Requirements

1. All employees with direct patient care will be required to have an updated TB skin test (TST) annually, coordinated through the OH Department.
2. Any employee that converts to a positive TB skin test (TST) at the time of annual evaluation will be required to obtain a Chest X-Ray and complete a TB screening questionnaire with follow-up, as deemed necessary.
 - a) All TB skin test converters will be referred to the City of El Paso Department of Public Health for an evaluation. Any follow-up or treatment will be coordinated and documented by the local health department.

C. Cost Responsibilities

Costs for baseline, annual TB skin tests, and Chest X-Ray will be borne by the OH Department.

D. Record Maintenance

Baseline and annual records shall be received, validated, and maintained by the OH Department.

II. Immunizations

Immunization requirements are based on regulations, guidelines and recommendations available as of November, 2013 from the Texas Administrative Code (TAC), Texas Department of State Health Services (DSHS), the U.S. Centers for Disease Control and Prevention (CDC), and the U.S. Advisory Committee for Immunization Practices (ACIP). See attached *Healthcare Worker Vaccination Recommendations* (2013).

A. New Employee Orientation

All immunizations and/or titers, as recommended, by the CDC will be offered to employees with direct patient care. If an employee declines to receive the recommended immunizations, a signed declination must be on file or submitted to the OH Department prior to starting patient related activities.

B. Annual Requirements

1. Annual Flu vaccine will be offered to all TTUHSC El Paso employees through the OH Department. If an employee with direct patient care declines to receive the FLU vaccine or has received the vaccine from another provider, a signed declination or a valid proof of vaccination must be on file for that employee.
2. All immunizations, as recommended, by the CDC will be offered to employees with direct patient care.

C. Cost Responsibilities

1. Immunizations cost will be borne by the OH Department, titers cost will be borne by the clinical department in which the employees are assigned.
2. Cost of Flu vaccine will be borne by the OH Department for all employees.

D. Record Maintenance

Records shall be received, validated, and maintained by the OH Department.

III. Exposure Management

Institutional management of exposure to: (1) blood-borne pathogens, (2) body fluids and, (3) other miscellaneous exposures is based on regulations, guidelines and recommendations available as of June, 2012 from the Texas Administrative Code (TAC), Texas Department of State Health Services (DSHS), the U.S. Centers for Disease Control and Prevention (CDC).

A. Pre- Exposure Requirements

1. All employees should have either received their Hepatitis B series, have a positive Hepatitis B titer, or have a signed declination on file prior to any patient related activities.
2. All employees should have an updated documentation of having received a one-time adult dose of Tdap, or have a signed declinations on file prior to any patient related activities.

B. Post- Exposure Requirements

1. **Reporting**

Employees who have a known or suspected exposure to an infectious disease during the performance of a clinical responsibility shall report that incident promptly to their immediate supervisor, fill out a First Report of Injury form, and seek immediate evaluation/care. The exposed employee is responsible to report and coordinate all follow-up with the Occupational Health and Human Resources Departments.

2. **Exposure Investigation and Management:**

Exposure investigation and appropriate management (if indicated) including, medication administration, vaccination, blood work, and counseling shall be provided to employees based on standing physician orders and recommendations from the OH Department or treating Physician.

C. **Cost Responsibility**

Costs for exposure investigation and management will be borne by the Human Resources Department (Workers Compensation Program) or by the clinical department in which the employees are assigned.

D. **Record Maintenance**

All records concerning employee exposure will be maintained in the OH and Human Resources Departments.