



Queens' College

Policy for a Sharps Injury and/or Splash Exposure to Students, Staff or Visitors

Any Sharps injuries, to any parts of the body (most common being hands/fingers): Gently encourage the wound to bleed and wash under running water using soap. Dry with a disposable paper towel and apply a waterproof dressing (blue for catering/ food prep staff).

Exposure to the eyes from blood or other body fluids: Contact lenses should be removed prior to rinsing thoroughly with water or eye wash solution provided in first aid kits. If only one eye is involved then ensure the liquid is washed away from the other unaffected eye.

Exposure to the mouth from blood or other body fluids: Ensure that the fluid is spat into a toilet, bathroom sink or use a disposable tissue and put into a bag in a bin. Rinse thoroughly with water and discard the used water using the same method as above.

An accident/ incident form must be completed in accordance with the College Health and Safety regulations.

- The affected party and, if known, the source person must be advised to contact the Specialist Registrar in Infectious Diseases via Addenbrooke's Hospital (switchboard tel: 01223 245151) or attend the Accident and Emergency Department at Addenbrooke's, for further specialist advice without delay.
- Both the parties involved are likely to require blood tests.
- Follow up (at Addenbrooke's) is essential-if prophylactic medication is to be given, this needs to be commenced as soon as possible.
- The privacy and confidentiality of both parties must be maintained unless agreed otherwise or in exceptional circumstances. Consultation should take place with both parties involved, their
- respective GP's, the College Nurse and if appropriate the Senior Tutor.

Disposal of sharps/drug equipment (please also refer to the College Drug Policy)

- Any discarded sharps found on College premises must be disposed of using personal protective equipment (gloves, apron if appropriate) into a sharps container. * If the suspected item may have been used for taking illegal drugs please see the instruction below.
 - Sharps containers are kept in the College Health Centre and the Porters Lodge.
 - If any of the items (i.e. syringe, silver foil) still contain remnants of drugs (such as liquid, granules, crystals, particles or powder), this must be immediately reported to the Head Porter and the Senior Tutor, or out of hours to the Duty Porters.
 - All items must be taken to the Porters Lodge for secure storage.
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- ***DO NOT DISPOSE OF ANY SUSPECT ITEMS UNTIL DIRECTED TO BY SENIOR STAFF.**
 - The Senior Tutor will assess the items and contact the police, if required.

Contact details:

- College Nurse: Monday-Friday – during office hours, tel 335578 for further advice
- Porters Lodge: tel 335511