2026 Annual Safety Training

Protect Yourself & Others

As a healthcare provider, you're exposed to germs daily, putting you at risk of infection and potentially spreading illness to Clients and loved ones. Protect yourself and others by following standard and transmission-based precautions recommended by organizations like the Center for Disease Control (CDC).

Why this training matters: Bloodborne Pathogens, Personal Protective Equipment (PPE), and Hazardous Chemicals

Emerging Infectious Diseases
Diseases like Ebola, COVID-19, SARS, MERS, Syphilis, Zika, and Viral Hemorrhagic Fever are serious threats. Always follow Standard and Transmission-based precautions.

- **Standard precautions** are used with all patients, at all times. These protect you from infections that spread through blood and other potentially infectious materials (OPIM), such as vomit, feces, and spinal fluid.
- **Transmission-based precautions** are used in some cases in addition to standard precautions. They can be specific to how certain germs are transmitted.

Always use precautions, even if someone doesn't appear ill.

Do:

- Get help when using sharps near confused or aggressive individuals.
- Wear PPE when exposed to blood or other potentially infectious materials (OPIM).
- Wash hands regularly.
- Clean spills thoroughly.

OPIM includes: Blood, semen, vaginal fluids, cerebrospinal fluid, visibly bloody saliva, unfixed tissues, and lab specimens containing HIV, HBV, or HCV.

Saliva, urine, feces, and tears are NOT OPIM unless they are contaminated with blood or other tissues listed above.

Bloodborne Pathogens

Bloodborne Pathogens are harmful microorganisms found in human blood and body fluids that can cause diseases like HIV, Hepatitis B (HBV), and Hepatitis C (HCV).

Bloodborne Pathogens enter the body by:

- Contaminated instrument injuries
- A break in the skin (cut, lesion)
- Mucus membranes (eyes, nose, mouth)
- Sexual contact
- Injection drug use (shared needles)

Job duties that may lead to bloodborne pathogen exposure include:

- Handling sharps
- Cleaning blood or OPIM
- Providing first aid or dental procedures
- Dealing with infected, combative individuals
- Handling contaminated laundry or surfaces
- Disposing of contaminated waste
- Picking up discarded syringes in public places

HBV Vaccination:

- Occupational Health and Safety Administration (OSHA) standard requires employers to provide free HBV vaccination to employees exposed to blood or infectious materials.
- You choose to receive your vaccine or not during your hiring process. If you decline, you can request to receive the vaccine at a later time.
- Contact InfoSafety@ConsumerDirectCare.com to ask questions or schedule your vaccine.

Maintaining Cleanliness

Cleaning your hands often and thoroughly is the best way to prevent infection. The sooner you clean your hands after exposure, the less likely you are to catch or spread infection.

When to practice hand hygiene

- When first arriving at work and before leaving.
- Before and after treatment.
- After touching blood or any other body fluid or substance, broken skin, or mucus membranes.
- After touching an object or surface that is or may be contaminated.
- As soon as you remove your gloves and other PPE. (Gloves may have tiny holes, too small to be seen, through which germs can travel.)
- Before and after eating, drinking, or smoking. Also clean your hands after coughing, sneezing, blowing your nose, or using the restroom.

How to wash your hands

1. Carefully remove gloves and other PPE.
2. Use clean, running water and plenty of soap. Work up a good lather. Don't just wipe—rub well.
3. Clean your whole hand, under your nails, between your fingers, and up your wrists. Lather for at least 20 seconds.
4. Rinse your hands well. Let the water run off your fingertips, not up your wrists.
5. Dry your hands well with a clean towel. If you must touch the faucet or door when you are done, use a paper towel or a towel to prevent recontaminating your hands.

All work surfaces and equipment contaminated with blood or OPIM must be cleaned up with an appropriate disinfectant as soon as possible.

Cleaning Contaminated Surfaces

- Use paper/absorbent towels to soak up any spilled materials.
- Clean the area with disinfectant wipes.
- Wipe the area well. Leave for 10 minutes (or as specified by product manufacturer) or allow to air dry.
- Properly dispose of paper towels and cleaning materials into designated waste containers.

Laundry contaminated with blood or OPIM

Laundry contaminated with blood or OPIM must be cleaned up and handled properly so it can be disinfected as soon as possible.

- Handle laundry as little as possible.
- Bag at point of use (do not transfer laundry to another room to bag).
- Don't sort or rinse at point of use.
- Place wet laundry in leak-proof, labeled, or color-coded container/bags.

Using Personal Protective Equipment (PPE)

Gloves and other PPE protect you by creating a barrier between you and germs. The following are some guidelines for what PPE to wear and when.

When to wear gloves

Before wearing gloves, wash and dry your hands well. Cover cuts, scratches, or scrapes with bandages.

- Wear gloves whenever contact is possible with blood or OPIM. This includes any body fluids and substances (except sweat), broken skin, or mucous membranes.
- Wear gloves when touching any item that is or may be contaminated.
- Choose gloves that fit. Check gloves for cracks and tears after you put them on.
- Don't touch uncontaminated areas or items with contaminated gloves.
- Remove gloves right after use. Wash hands and put on clean gloves between clients and procedures.
- Do not reuse disposable gloves.

Removing gloves safely: To remove gloves without spreading germs, never touch your skin with the outside of either glove. Follow these steps:

Grasp the palm of one glove near your wrist. Carefully pull the glove off.

Hold the glove in the palm of the still-gloved hand. Slip two fingers under the wrist of the remaining glove.

Pull the glove until it comes off inside out. The first glove should end up inside the glove you just took off. Dispose of the gloves safely.

Always wash your hands after removing gloves. Gloves can have holes in them that are too small to be seen.

When to wear other PPE

Gowns, masks, goggles, and other PPE can help keep you and others safe. In addition to wearing gloves, you may need to wear some of the following PPE while completing your caregiving tasks.

- A gown, apron, or lab coat may be necessary in certain situations. Wear a fluid resistant gown or apron, or an impermeable lab coat, if body fluids could splash or spray.
- Mouth, nose, and eye protection should be worn if any body fluid may splash or spray near you.een patients and procedures.
- When around patients with COVID-19 or active TB, you must wear an approved respirator. A respirator should be fit-tested before you first wear it.

If you have any questions about requesting PPE contact InfoSafety@consumerdirectcare.com.

How to Use your N95 Respirator

You can find instructions for wearing your N95 mask from the CDC with pictures by scanning the QR code.

Sequence for putting on personal protective equipment (PPE)

- **Gown:** Fully cover torso from neck to knees, arms to end of wrists, and wrap around the back.
- **Mask or Respirator:** Secure ties or elastic bands at middle of head and neck. Fit flexible band to nose bridge. Fit snug to face and below chin. Fit-check respirator.
- **Goggles or Face Shield:** Place over face and eyes and adjust to fit.
- **Gloves:** Extend to cover wrists of isolation gown.

Handling Needles & Other Sharps

Used needles, lancets, blades, and other sharps can cut or prick you. This can expose you to bloodborne pathogens. To avoid exposing yourself or others to infection, take the time to handle sharps safely.

Always move carefully while handling sharps. To prevent exposure to blood and OPIM:

- Never put a used sharp down. Instead, dispose of it in a marked sharps container as soon as you are done with it. Never throw a sharp into the trash.
- Don't bend, break, or recap needles. Never remove used needles from disposable syringes.
- Make sure used sharps don't get left in linens or on bedside tables.
- Never clean broken glass by hand.

Disposing of sharps safely

Your client or their Authorized Representative will provide sharps disposal containers. These containers must be puncture-proof and leakproof. They should be clearly marked with a biohazard label.

Follow these tips for safe use of sharps containers:

- Never overfill a sharps container. Dispose of containers when they're 2/3 full.
- Never force a sharp into a sharps container. Be careful and watch as you place sharps into the container.
- Never reach into a sharps container.
- Never open, empty, or reuse a sharps container.
- **Never handle discarded syringes with bare hands or toss them into general garbage.**

Precautions based on transmission type

When to use airborne precautions

Use airborne precautions with clients known or suspected to be infected with Covid-19, active TB, measles, or chickenpox.

- Wear approved respiratory protection.
- Put on respiratory protection before entering the room. Take it off only after leaving the room.
- Fit-check your respirator each time you wear it to be sure that air leaks don't expose you to infection.

When to use droplet precautions

Use droplet precautions with clients known or suspected of having Pertussis (whooping cough, Flu, or MRSA in sputum).

- Wear a mask within 3 feet of the client. Or you may wear a mask at all times when with the client.
- Keep others at least 3 feet away from the infected client.
- Have family members and other visitors wear masks and other appropriate PPE.

Exposure Response

If you're exposed to blood and OPIM:

- Get medical care right away. Time can be crucial in preventing infection.
- Confidential evaluation includes testing for HIV, HBV, and HCV and also includes preventive treatment, if needed.
- Report the exposure to your Supervisor and **call the confidential Injury Hotline immediately at 877-532-8542.**

Chemical Hazard Communication

We use chemicals daily in our homes and often at work. This section will teach you to identify hazardous chemicals, how they can affect your body, and how to protect yourself.

There are three ways chemicals can enter the body

Inhalation: Inhaling chemicals can be especially hazardous. When gases and vapors are breathed in, they can enter the bloodstream directly from the lungs.

Skin Absorption: The skin can act as a barrier to prevent harmful substances from entering the body, but it can also be directly affected by certain chemicals. Some chemicals can pass through the skin into the body and cause health problems while others can directly affect the skin, causing irritation.

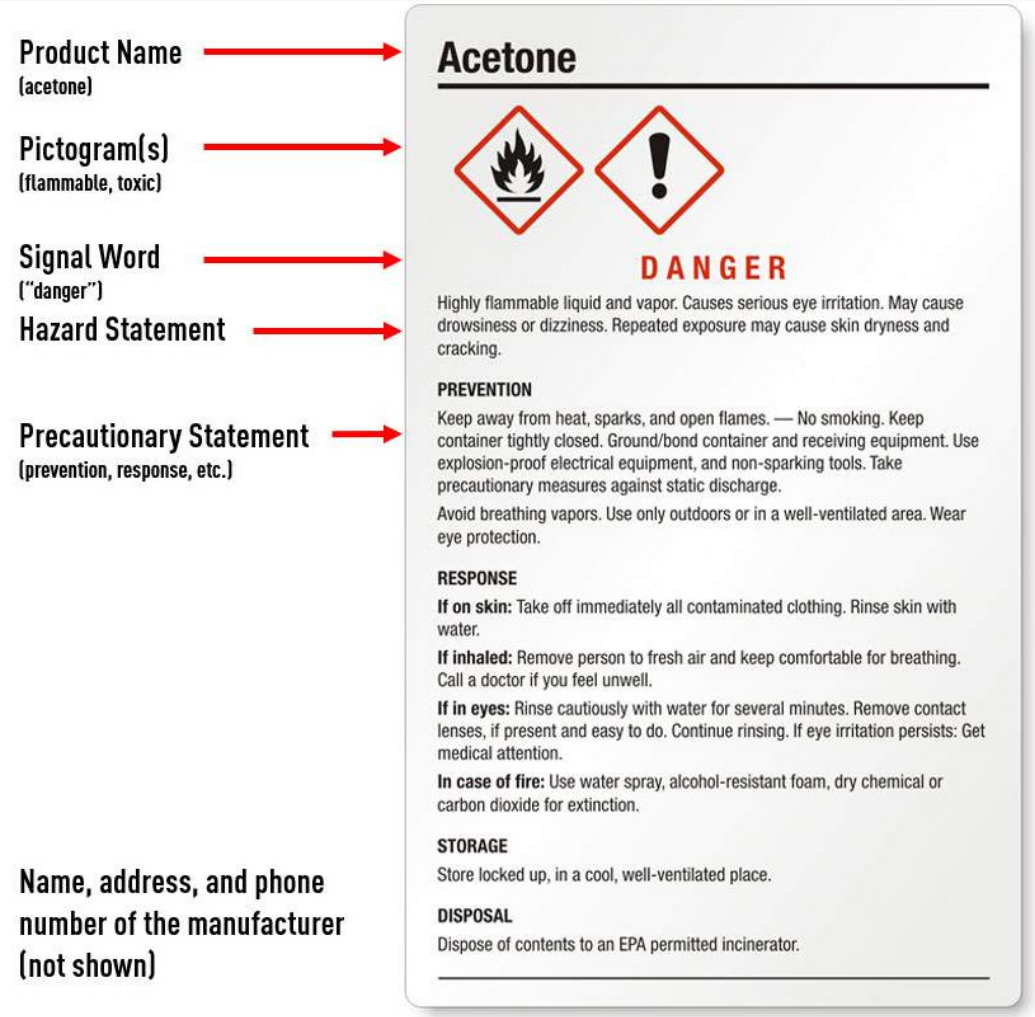
Ingestion (swallowing): Chemicals that are swallowed can be absorbed into the digestive tract. Always wash your hands before touching any food, especially after using cleaning products.

Reducing risk at home:

- To minimize chemical hazards in home cleaning products, the safest approach is to avoid mixing any home chemicals.
- Proactively ensure proper ventilation by opening windows and doors when using chemicals.
- Wear protective gloves and eyewear to protect against skin and eye irritation.
- **In the event of exposure, symptoms like shortness of breath or chest pain necessitate immediate fresh air access and medical attention.**

Chemical Labeling

Reading labels and warnings will give you a certain amount of information needed when using hazardous chemicals.



	Exploding bomb (for explosion or reactivity hazards)		**Flame** (for fire hazards)		**Flame over circle** (for oxidizing hazards)
	Gas cylinder (for gases under pressure)		**Corrosion** (for corrosive damage to metals, as well as skin, eyes)		**Skull and Crossbones** (can cause death or toxicity with short exposure to small amounts)

	Health hazard (may cause or suspected of causing serious health effects)		**Exclamation mark** (may cause less serious health effects or damage the ozone layer*)		**Environment*** (may cause damage to the aquatic environment)

Another way to get information needed about hazardous chemicals is from their Safety Data Sheets (SDS). Use SDS to find:

- Health hazards
- First aid procedures
- PPE needed
- Safe storage and handling

Managing Chemical Exposure

If you are exposed:

- Get medical care right away, if needed.
- Call the confidential Injury Hotline immediately at **877-532-8542.**
- Email **infosafety@consumerdirectcare.com**

Quiz

The quiz for this course consists of 12 True/False Questions. You must get 10/12 (80%) of them correct to pass.

1. All PPE should be washed and disinfected so it can be used again.
- ☐ True
- ☐ False

2. All employees are expected to comply with Standard Precautions.
- ☐ True
- ☐ False

3. Used sharps should be placed in a leakproof, puncture-proof container.
- ☐ True
- ☐ False

4. If you have a sharps exposure, you can reduce your chances of infection by getting medical care right away.
- ☐ True
- ☐ False

5. You can tell by looking if someone has an infection.
- ☐ True
- ☐ False

6. You do not need to wash your hands after removing gloves.
- ☐ True
- ☐ False

7. Standard precautions should only be used with patients who are known to have a bloodborne pathogen.
- ☐ True
- ☐ False

8. A vaccine is available to protect you from the hepatitis B virus (HBV).
- ☐ True
- ☐ False

9. Your N95 mask is the one piece of PPE that can be reused after you've removed it.
- ☐ True
- ☐ False

10. Germs in droplets can contaminate the objects they land on.
- ☐ True
- ☐ False

11. Proper disposal of used PPE, sharps, and other waste supplies can reduce the spread of bloodborne pathogens.
- ☐ True
- ☐ False

12. You can get HIV if infected blood touches a break in your skin.
- ☐ True
- ☐ False

Score: _____

Training Acknowledgment and Attestation

I hereby confirm that I have read and understand the content of this Annual Safety Training provided by Consumer Direct Care Network.

First and Last Name _____

Signature _____ Date _____