

# Bloodborne Pathogens Site-Specific Training Checklist

Dear Supervisor:

\_\_\_\_\_ has completed the following training through ORCBS on \_\_\_\_\_:  
(Print Employee's Name Here) (Date of Training)

Bloodborne Pathogens Initial Training

Bloodborne Pathogens Annual Refresher Training

In order to complete the training requirements of MIOSHA's "Bloodborne Infectious Diseases" standard, please review the site-specific training items listed below with the employee. Check each item as it is reviewed or write N/A if it is not applicable to your work area. Once completed, please sign and date the bottom of the checklist. **This form must be completed within 30 days of the bloodborne pathogens training.** Keep this form with your departmental records. Thank you for your cooperation and assistance.

ORCBS Biological Safety Staff (355-0153)

## Work Practices (Use Standard Operating Procedures and/or Task-Specific Assessment Forms)

\_\_\_\_\_ Discussion of tasks that may involve handling potentially infectious materials and how to perform such tasks in a manner that reduces risk of exposure.

## Personal Protective Equipment (PPE) (gloves, eye protection, ventilation devices, etc.)

\_\_\_\_\_ Explanation of what kinds of PPE are required for specific tasks;

\_\_\_\_\_ How to use the PPE;

\_\_\_\_\_ Location and availability of PPE;

\_\_\_\_\_ Maintenance of reusable PPE (cleaning, storage and inspection).

## Engineering Controls

\_\_\_\_\_ Location and operation of eyewash facilities;

\_\_\_\_\_ Explanation of engineering controls that are specific to the work environment (examples: sharps containers, biological safety cabinets, mechanical pipettors, safer sharps devices, etc.).

## Biohazardous Waste Handling

\_\_\_\_\_ Discussion and clarification of which wastes generated in the work area are biohazardous and how those items are to be segregated, stored, transported, treated and disposed of;

\_\_\_\_\_ Review of procedures for on-site treatment methods (i.e. proper use of autoclave for waste decontamination purposes);

\_\_\_\_\_ Review of hazardous waste labeling and pick-up procedures as they apply to the work area (refer to the MSU Waste Disposal Guide and Biohazardous Waste Management Plan). For employees working at off campus facilities (e.g. Sparrow Hospital), review the facility's medical waste management plan requirements.

## Disinfection & Spill Response/Exposure Incident Response/Exposure Control Plan

\_\_\_\_\_ Review of work area's procedure for handling spills of potentially infectious materials (including location and availability of biohazard spill kits);

\_\_\_\_\_ Review of exposure incident response procedure, including protocol for handling of source;

\_\_\_\_\_ Location of the Exposure Control Plan.

**MSU Office of Radiation, Chemical and Biological Safety**

**Additional requirements for HIV and HBV Research Laboratories:**

- \_\_\_\_\_ Read the MSU Biosafety Manual;
- \_\_\_\_\_ Complete the ORCBS biological safety training;
- \_\_\_\_\_ Review departmental security access procedures.

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**Verification of Training**

I certify that the site-specific training items were reviewed and understood as required by the MSU's Exposure Control Plan.

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Supervisor/Trainer Signature - Date

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Employee Signature - Date