

SHARPS INJURY LOG PROCEDURE

LADD makes a consistent effort to reduce the health risk to its employees whose duties involve exposure to blood or other potentially infectious materials. A Sharps Injury Log is to be used for the recording of percutaneous (penetration of the skin) injuries from contaminated sharps as required by the Federal Bloodborne Pathogens Standard.

All employees who have been injured from any type of contaminated sharp must fill out the LADD Accident/Injury Report provided to them in each location. They will seek treatment and follow up care at the designated employee clinic.

1. A Sharps Injury Log will be maintained for the company.
2. The information in the Sharps Injury Log will be recorded on an OSHA 300 log, separate from the other accident and injuries so that it is easily identifiable. This log will be maintained in such a manner as to protect the confidentiality of the injured employee.
3. The Sharps Injury Log will contain at a minimum:
 - a. The type and brand of device involved in the incident.
 - b. The program or work area where the exposure incident occurred.
 - c. An explanation of how the incident occurred.
4. The Sharps Injury Log must be maintained for the required time frame specified under 29 CFR 1904 (OSHA's Recordkeeping Rule).

**NEVER
RE-CAP
NEEDLES!**