

ARKANSAS DEPARTMENT OF HUMAN SERVICES  
DIVISION OF DEVELOPMENTAL DISABILITIES SERVICES  
DDS DIRECTOR'S OFFICE POLICY MANUAL

<u>Policy Type</u>	<u>Subject of Policy</u>	<u>Policy No.</u>
Administrative	Hepatitis B Virus	1073

1. Purpose. This policy establishes the treatment protocol for employees exposed to the Hepatitis B Virus, in the Workplace.
2. Scope. This policy applies to all employees in the Human Development Centers.
3. Procedural Guidelines.
  - A. Any employee receiving a bite/scratch/or other exposure, from an individual who is known to have the Hepatitis B Virus, will report immediately to the Medical Clinic, or to the nurse in charge of the Infirmary, if the clinic is closed.
  - B. If the employee who has been exposed has not received the Hepatitis B Vaccine series that is offered, one injection of Hepatitis B Immune Globulin (HBIG) at a dose of .06 ml/kgm of body weight will be offered, and recommended within 24 hours of exposure.

Consent(s) must be signed by the employee and on file prior to any and all treatments.

The regular 3-shot hepatitis B vaccine series will be recommended to be started immediately. If the regular series is not accepted, a second HBIG at the same dosage will be offered one month after exposure.
  - C. If the employee who has been exposed has received only one of the 3-shot series, he/she will be considered as not immunized. If he/she has received two of the three shots, hepatitis B surface antibody level testing is recommended. If not "positive" as noted above, HBIG will be offered as above and the immunization series completed.

Replacement Notation: This policy replaces DDS Director's Office Policy #1073 dated January 2, 1992.

Effective Date: March 15, 1993

Sheet 1 of 2

Reference: DDS Board Action December 7, 1991.

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- D. If the employee who has been exposed, received the hepatitis B vaccine from a provider other than the HDC, and the injections were given in the arm, recommendations will be as stated in C above.

If the injections were given in the hip, HBIG will be offered as if the employee has not been previously immunized, and hepatitis B surface antibody testing will be recommended to be performed as above.

- E. If any employee is treated by a physician outside of a HDC, appropriate medical documentation will be requested and maintained on file by the HDC.

