



Charlie Van Zant, Jr.  
Superintendent of Schools

## SCHOOL DISTRICT OF CLAY COUNTY

900 Walnut Street  
Green Cove Springs, Florida 32043  
Telephones:  
904/284-6500 (GCS) 904/272-8100 (OP)  
1-888-663-2529 (KH)  
FAX 904/284-6525 TDD 904/284-6584

### BOARD MEMBERS:

Janice Kerekes  
*District 1*  
Carol Studdard  
*District 2*  
Tina Bullock  
*District 3*  
Johnna McKinnon  
*District 4*  
Lisa Graham  
*District 5*

# MEMORANDUM

**DATE:** July 22, 2014

**TO:** All Secretary's and School Nurses

**FROM:** Dr. George F. Copeland, Assistant Superintendent Business Affairs

**RE:** Bloodborne Pathogens (Hepatitis B) Exposure Control Plan  
Federal OSHA Standard (29 CFR 1910-1030)

Please provide to the **Insurance Office** a listing on the attached form of all new employees and the high risk occupational exposure classification to which they belong who have not received the series of three inoculations. To avoid unnecessary delays, please be very specific concerning the job descriptions. **This list must be sent to the Insurance Office no later than September 20, 2014.**

**Please make sure to include all existing employee who have not finished their series of shots and their classification also.** In the future, all employees who sign up for the shots must try to complete the three-shot series prior to the end of the current school year.

The eligible high risk occupational categories are shown below

- ◆ School health clinic nurses
- ◆ Health Clinic Aides
- ◆ Designated CPR and first aid responders (team at each school)
- ◆ Special education teachers in self-contained classrooms for the developmentally disabled (Preschoolers, PI, PMH, TMH, EBD and ASD)
- ◆ Teacher aides working with the developmentally disabled (Preschoolers, PI, PMH, TMH, EBD and ASD)
- ◆ Bus drivers and monitors
- ◆ Maintenance personnel
- ◆ Custodial personnel
- ◆ Psychologists and Social Workers

- ◆ Principal/Assistant Principal - First aid/CPR designated responder, crisis intervention team, those transporting wounded students
- ◆ Clerical Staff - First aid provider
- ◆ Coaches - First aid/CPR responder and those transporting wounded students
- ◆ Teachers - First aid/CPR providers

If you have any questions, regarding eligibility, please call Renae in Insurance at 284-6549 or ext. 5900549.