



Tactical Security Options Limited

Welcome to your training on using body fluid spill kits PV 28 V3 2024

This training provides the **general** knowledge that's needed to safely manage a spill quickly and effectively and it highlights the potential health risks associated with a body fluid spill. We'll be showing you the common steps to follow when using a typical spill kit to clear up a spill.

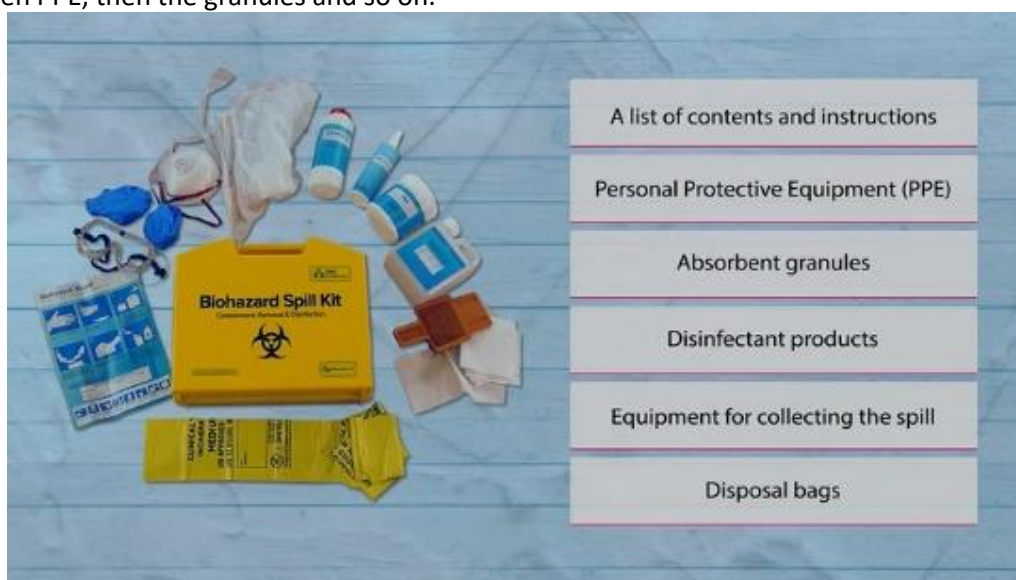
Spill kits are the first response to spills. Having them on hand means that spills can be dealt with quickly and effectively in a safe and hygienic manner. This is vital with this type of spill as body fluids are potentially infectious. They must be cleaned up as soon as possible to reduce the risk of exposure to infection or further contamination.

Your employer will have assessed the **risk** of body fluid spills and their risk assessment will ensure that the number, location and types of spill kit are right for your workplace. It's important that you know where to find them and how to use them.

A typical spill kit contains:

- A list of contents and instructions for use
- Personal Protective Equipment (PPE), things like gloves, goggles, nose and mouth masks, hair coverings and coveralls (or aprons)
- Absorbent granules
- Disinfectant products, such as solutions, sprays, tablets or surface wipes
- Equipment for collecting the spill, such as scoops or shovels, or stiff card, paper towels; and
- Disposal bags, labels and ties.

You'll usually find that spill kits are packed in the order the items will be needed – so the instruction card on top, then PPE, then the granules and so on.



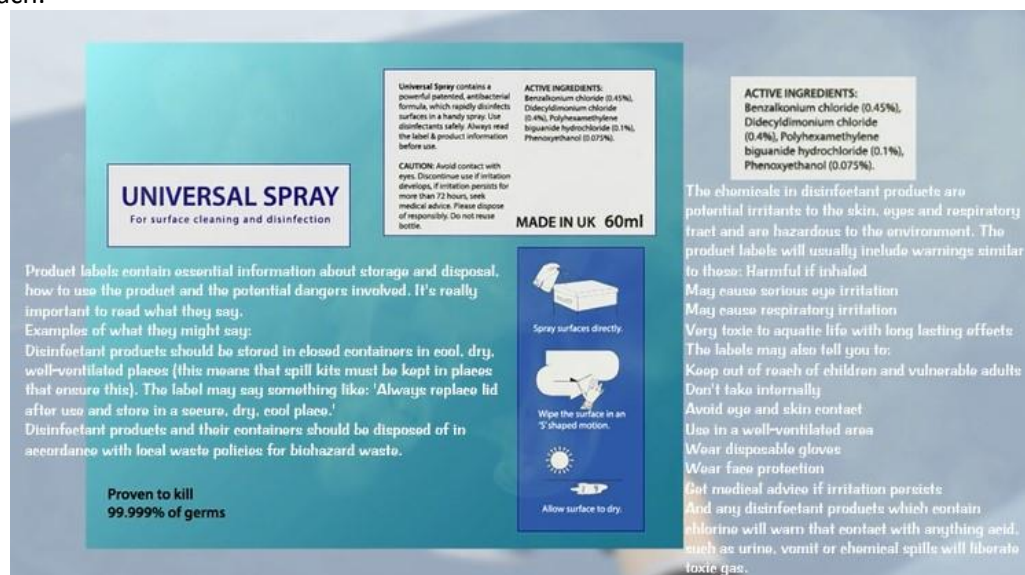
Many spill kits contain 2 pairs of disposable gloves. Double gloves are used so that the outer pair, which is most likely to be contaminated, can be put into the disposal bag after dealing with the spill, but before removing other PPE - this reduces the possibility of spreading contamination. The remaining pair is left on to protect your hands until all the other disposable PPE and cleaning materials have been put into the disposal bag. Then finally these can be put into the disposal bag. Peel them off carefully so that you don't touch the outside of the gloves.



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Absorbent granules are granules which are sprinkled or poured over a spill and left for a few minutes (depending on the manufacturer's advice) to absorb the liquid. They are used on hard surfaces. They can also be poured **around** a spill to contain it. The contents of body fluid spill kits may differ depending on what the body fluid is. For example, some body fluid spill kits contain chlorine-releasing granules. These should not be used on urine spills as they will react with the urine and release chlorine gas.

When using disinfectant solutions, tablets, wipes or sprays ALWAYS check and follow the manufacturer's guidelines. For example, some spill kits contain chlorine-releasing disinfectant solution which, like chlorine-releasing granules, will release a toxic gas if used on acidic spills such as urine or vomit. Chlorine-releasing products shouldn't be used for potentially infectious spills on soft furnishings, unless the furnishing can withstand it. Instead, use detergent and a disposable towel to wash the affected area and leave it to dry. You may need to discard any furnishings which are heavily contaminated, or if it's not safe to clean them with the detergent solution. If a disinfectant product is not provided in the spill kit, use an appropriate disinfectant, such as a fresh solution of household bleach.



Once used a disposal bag should be securely fastened and labelled with its contents. This ensures everyone knows what's in it, so that it will be disposed of properly. For example, if it's blood you need to dispose of it as you would hazardous or clinical waste.

Your organisation may have its own specific spill response procedure, which describes what you should do in the event of a spill and tells you who you should contact. If your organisation has one, then make sure you read it, so you know what you have to do and who you have to tell. But to give you an idea, a typical spill response procedure consists of these steps:

- Cordon off the area
- Assess the spill
- Collect the correct spill kit or equipment required
- Put on PPE
- Clean up the spill
- Decontaminate & dispose
- Complete a report
- And finally, refill or replace the used spill kit!



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Following these steps will help to ensure that your response to a spill is both safe and effective. Having spill kits is important but knowing how to use them is **essential**, so let's go through these steps now.

- You need to make sure everyone is safe.
- Think about anyone who's **involved**. Do you need to get help to look after them? Are they hurt? Do you need to call an ambulance?
- You need to stop **other people** from being exposed to possible infection or slipping on the spill. So, **cord off the area** to isolate the spill. You could do this by putting up warning signs, such as wet floor notices, or put a physical barrier around the area. This should be done whatever the spill is – even if it's just water - don't forget it could be a slip hazard, even if the contents are not dangerous in themselves.
- The next thing is to **assess the spill**. Think about what the spill might be, how much has been spilt and what type of surface it's on – for example is it on a carpet or soft furnishing, or on a hard surface?
- Do you need to ventilate the room?
- And think about whether you need to tell anyone.
- Now, get the correct spill kit for this type of body fluid. Check the contents and instruction card. **Put on the disposable PPE** from the kit – you need to do this, even if it's a small spill. PPE usually consists of a disposable apron, cap or hair covering and eye protection, nose and mouth mask, and double gloves. If you're not sure what the spill is or what you need, always assume the worst case and wear more protection, rather than less. For example, you may not need to use eye or face protection if you don't think there's any chance of splashing, but if you're not sure – then wear it.
- You must always follow procedure. It may feel like you're wasting time if you stop to put on PPE; or that it's such a small spill it's not necessary, but **don't be tempted to deal with a spill without wearing the correct protection** – this could put you at serious risk. Always protect yourself first and **then** deal with the spill.
- Before cleaning up the spill, if the fluid is leaking from a container - for example, blood from a blood bag - prevent further spillage by stopping the leak if you can, or if one's available, put the blood bag into another container. Now you need to deal with the spill. Sprinkle the absorbent granules from the spill kit onto the spill. These should be applied onto the spill until it's completely covered. Follow the manufacturer's instructions to allow the correct amount of contact time for the granules you use - it's usually about 2 minutes. Clean up the product and spill as one. Collect the granules using the scoop and scraper and place them into the smaller disposal bag, along with the used scoop and scraper. Seal this and place it into the larger disposal bag.

You now need to follow safe PPE removal procedure:

- Keeping on the disposable gloves, remove all the other protective clothing and place them into the larger disposal bag. If you're double-gloved, take off the top pair of gloves first, before removing the other PPE and put them in the disposal bag, keeping on the bottom pair.
- **Decontaminate the site of the spill:** To decontaminate the area, use the disinfectant product in the spill kit (such as disinfectant spray or surface wipes) to clean the area and paper towels to dry it. Or, you could use paper towels to apply an appropriate disinfectant to the area.
- **Then dispose of the waste.** Put the paper towels or wipes into the larger disposal bag with all the other waste. Then, without touching the outer surface, remove the disposable gloves and put them in too. Touching only the outside of the bag, seal it and label it appropriately for correct disposal as clinical or hazardous waste.



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- **And finally:** thoroughly and carefully wash and dry your hands and any areas of your skin that may have been exposed to the spill.



As soon as possible after a spill you should follow your workplace reporting procedure to complete a report of the spill. For example, you may need to report potentially infectious spillages to your manager or supervisor. Reports are often used by an organisation to make sure they are providing the right spill kits and equipment, to ensure they have an adequate number and to confirm that they are placed in the right locations. Remember to make sure the spill kit is refilled or replaced promptly – you don't want to find a kit is empty or missing vital contents when you need it!

Thank you for completing your body fluid spill kit training. You should now know what to do if you're the first person on the scene of a spill. Find out what spill kits your organisation has, what's in them and where to find them. And, if your organisation has a specific spill response procedure, make sure you know what it is.

09.08.24



1

Cordon off the area

- ▶ Think of everyone's safety. Make sure anyone involved is being looked after.
- ▶ Put up warning signs to isolate the spill to prevent slips or harm to other people.

2

Assess the spill

- ▶ Do you know what it is?
- ▶ Is it on a hard surface or on carpeting or soft furnishing?
- ▶ Do you need to ventilate the room?
- ▶ Do you need to notify anyone?

3

Collect the correct spill kit

- ▶ Check the contents and instruction card.

4

Put on PPE

- ▶ Put on the protective clothing from the kit – disposable apron, cap or hair covering and eye protection, nose & mouth mask, and double gloves.
- ▶ You may not need to use eye or face protection if you assess that there's no chance of splashing.

5

Clean up the spill

- ▶ Working from the outside inwards, cover the spill with the granules from the spill kit.
- ▶ Follow the manufacturer's instructions to ensure you use the correct strength and quantity and allow the correct amount of contact time for the granules you use - it's usually about 2 minutes

Step 5 continued...

- ▶ Collect the granules using the scoop and scraper and place into a disposal bag, along with the used scoop and scraper.
- ▶ Seal this disposal bag and place into a second disposal bag

6

Decontaminate and dispose

- ▶ Remove PPE.
 - ▶ Take off the top pair of gloves and put into the second disposal bag.
 - ▶ Keeping on the bottom pair of gloves, remove all the other protective clothing and place in the second disposal bag.
- ▶ Decontaminate the area
 - ▶ Use disinfectant surface wipes to clean the area and paper towels to dry it
 - ▶ Alternatively, you could use paper towels to apply an appropriate disinfectant to the area, such as a fresh solution of diluted household bleach.
- ▶ Dispose of the waste
 - ▶ Put the paper towels into the second disposal bag with all the other waste.
 - ▶ Only touching the outside of the bag, seal it and label it appropriately for correct disposal as clinical or hazardous waste.
- ▶ Wash hands and exposed skin
 - ▶ Thoroughly wash your hands and dry them carefully.

7

Report

- ▶ Complete a report of the spill.

8

Remember to refill your spill kit