

Needle Stick and Human Bite injuries Procedure



It is the intention of Mid-Suffolk HOPS. to do everything that is reasonably practicable to ensure that children, volunteers, employees and other people that come into contact with HOPS do not get put at risk of needle stick or bites while at HOPS.

HOPS has a responsibility to:-

1. Provide and maintain a safe and healthy environment in accordance with any statutory requirements.
2. Provide training and instruction to enable volunteers and employees to perform their duties safely and efficiently.
3. Make available all necessary safety devices, protective equipment and supervise their use; and maintain individual risk assessments.
4. Ensure Behaviour management plan/s are followed and updated to limit the opportunities for injuries from bites to occur.

In the event of a needle stick or bite injury occurring

Bites- if skin is un-punctured apply ice-pack for 5-10mins to take down any swelling and stinging;(a bruise is likely to surface over the next few days following), if site of injury continues to cause pain or swelling over the preceding 48 hrs advice is to see your GP.

Needle pricks or bites that puncture skin- local council and NHS advice is to:-

1. Encourage bleeding from puncture site.
2. Wash for a minimum of 5mins under warm running water.
3. Dry & dress area with appropriate sized dressing.
4. Either injury is regarded as high risk so it is advised to attend an A&E department for further treatment immediately.

Any injury should be reported to your line manager and recorded on an **incident/Accident form** and assisting in the investigation of accidents to avoid recurrence.

Volunteers and employees are reminded that they can face prosecution by the Health and Safety Executive, if while at HOPS they fail to take reasonable care for the health and safety of themselves and others, or if they fail to co-operate so as to enable HOPS to comply with its statutory obligations. This applies to all Volunteers and Employees, Trustees.

This policy was adopted by: HOPS	Date January 2018
To be reviewed annually	Signed: 