

Tempe Fire Department Policies and Procedures
Infection Control Officer
210.08A
Rev 01-23-09

PURPOSE

The department will maintain a designated Infection Control Officer (ICO) for the purpose of managing the exposure control plan and coordinating the investigation of infectious exposures.

This procedure is intended to define the responsibilities, coverage requirements and notification of the ICO.

PROCEDURE

The ICO will be readily available to all personnel for immediate direction regarding exposure issues. In the event of an exposure, the ICO will provide timely and accurate direction on reporting and follow-up procedures.

The EMS Coordinator will hold the responsibility for maintaining the ICO position. The EMS Deputy Chief will act as the backup ICO when the acting ICO is unavailable.

In the event of an infectious disease exposure, the ICO may be contacted directly during regular business hours. During off-hours, the ICO can be reached by cell phone.

Responsibilities

The ICO is responsible for:

- The annual review of the Department's Exposure Control Plan.
- Investigating all reports of infectious exposures.
- Providing guidance and follow-up instructions when an infectious exposure occurs.
- Liaison communications with hospital infection control personnel.
- Maintaining strict confidentiality of infectious exposure.
- Coordinating the collection, management and security of all infectious exposure records in accordance with OSHA guidelines.
- Coordinating the immunization and vaccination of Department personnel.
- Development of disease/exposure prevention policies and programs.
- Training and documentation of training.