

Sample

Accidental Blood/Body Fluid Exposure Records

Business Name: _____ Telephone: _____

Address: _____

Date of Incident (mm/dd/yy)	Exposed person's full name	Exposed person's address and telephone number	Details of exposure	Action taken	Name of staff involved in exposure

According to the Ontario Ministry of Health and Long Term Care, Infection Prevention and Control Best Practices for Personal Services, January 2009, accidental exposures to blood or body fluids to the client or operator must be documented. The PSS owner must keep these records on site for a minimum of one year, and on file for a minimum of five years.

This information is provided as a convenience to you. While every care has been taken in the preparation of this material, the City of Toronto cannot accept any responsibility for any errors or omissions in the material. This information is intended for educational and information purposes only. It is not intended to provide you with legal advice and should not be relied up as such. Please consult your legal counsel for legal advice.

