

Supplemental Accident Prevention Plan

University of Washington Bothell
Health and Safety Committee – Group 7
Revised March 2025

Table of Contents

Purpose	3
Scope.....	3
Health and Safety Resources	4
New Employee Health and Safety Orientation	6
Reporting Accidents, Injuries, Illnesses, and Concerns.....	6
Emergencies.....	6
Shared Space.....	10
Recognized Safety Hazards and Requirements	10
Identifying and Mitigating Hazards Beyond This Plan	16
Hazard Communication	16
Medical Exams and Vaccinations	16
Responsibilities Beyond this APP	18

Purpose

This document serves as the University of Washington Bothell Supplemental Accident Prevention Plan (APP) and it address department-specific hazard and safety guidance not covered in the core [University of Washington \(UW\) Accident Prevention Plan](#) (“UW Accident Prevention Plan”). The UW Supplemental APP applies to all schools, departments and organizations within UW Bothell. From this point forward, the term “departments” will be used to represent all entities supported by this plan.

Scope

This document applies to all schools, departments and organizations within UW Bothell. The term “departments” will be used to represent all entities supported by this plan.

The purpose of this document is to cover the anticipated occupational hazards that may not be covered by the University APP alone. It outlines policies and procedures implemented to reduce or eliminate these hazards on the Bothell campus.

This Supplemental APP is designed to replace the Departmental Health and Safety Plans that departments were previously expected to develop and maintain.

This Supplemental APP does not replace existing documents or records such as those listed in the APP or change any of the mentioned items below.

- Emergency Operations Evacuation Plan
- [Laboratory Safety Manuals](#) (including Chemical Hygiene Plans)
- [Biosafety Manuals](#)
- [Training records](#)
- [Administrative Policy Statements](#)
- Standard operating procedures specific to a department

The goal of this Supplemental APP is to provide core health and safety guidance that applies to all employees at the University of Washington Bothell Campus. **To be effective, all employees should know about the Supplemental APP, where to find it, and how to use it and all Bothell employees should be familiar with this document.**

Departments with hazards that extend beyond those covered within this Supplemental APP and in this document are required to maintain separate or supplemental documentation that addresses how employees are protected from these additional occupational hazards.

This Supplemental APP will be kept as a PDF document on the UWB Environmental Health & Safety (EH&S) [website](#). The plan will be updated on a yearly basis by UW EH&S and the Health and Safety Committee (Group 7). Any suggestions or improvements to the Supplemental APP should be directed to UWB EH&S or to the Health and Safety Committee (Group 7).

Health and Safety Resources

The UWB Environmental Health and Safety Manager is responsible for updating and maintaining this document annually.

Annually, the EH&S Manager and the UWB Health and Safety Committee (Group 7) will:

1. Review and update the Supplemental Plan to ensure it reflects the UW Bothell's organizational structure and is aligned with the department's strategic plan.
2. Ensure the Supplemental Plan identifies specific hazards and controls encountered by UW Bothell's employees.
3. Ensure departmental sections, divisions, or groups and members get an opportunity to update and append specific materials as needed in the Supplemental Plan.

UW Bothell Departments

Multiple departments, in addition to UWB EH&S, work collaboratively to ensure the health and safety of UW Bothell employees. Each department has its own scope of responsibilities as they relate to occupational safety.

Please review the online information on the websites listed below to understand the scope of responsibility of each department to support and protect health and safety:

- [UW Bothell Emergency Management](#)
- [UW Bothell – Campus Safety Department](#)
- [SafeCampus](#)
- [UW Bothell Facilities Services](#)
- [Risk Services](#)

Departments Covered Under this Supplemental APP:

- **Academic Affairs:**
 - School of Business, Rajib Sanyal, Interim Chief Operating Officer
 - School of Educational Studies, [Wayne Au](#), Dean
 - School of Interdisciplinary Arts & Sciences, [Brinda Sarathy](#), Dean
 - School of Nursing & Health Studies, [Vanessa Lopez-Littleton](#), Dean
 - School of Science, Technology, Engineering & Mathematics, [Jennifer McCloud-Mann](#), Dean
 - Student Success, [Cinnamon Hillyard](#), Associate Vice Chancellor and Dean
 - Faculty Success, [Wadiya Udel](#), Associate Vice Chancellor
 - Campus Library, [Richard Lewis](#), Associate Dean of University Libraries
 - Office of Connected Learning, [Carolyn Brennan](#), Executive Director
- **Advancement**
- **Enrollment Management & Student Affairs:**
 - [Activities & Recreation Center](#)

- [Career Services](#)
- [Counseling Center](#)
- [Disability Resources for Students](#)
- [Health & Wellness Resource Center](#)
- [Orientation & Transition Programs](#)
- [Residential Life](#)
- [Student Conduct](#)
- [Student Engagement & Activities](#)
- [Veteran Services](#)
- **Planning & Administration:**
 - Administrative Services
 - Campus Safety & Commuter Services
 - Facilities Services & Campus Operations
 - Fiscal & Audit Services
 - Information Technology
 - Institutional Planning & Budget
 - Organization Excellence & Human Resources
 - Physical Planning & Space Management
- **Diversity, Equity & Inclusion**

Safety Bulletin Boards

The official HR bulletin board for UW Bothell is located in the break room of UW1 outside of room 260. Additionally, each building will have a designated space for posting health and safety information for its employees. For a list of individual bulletin board locations, visit the [UWB EH&S webpage](#). Only the official HR bulletin board is used for posting the required Labor & Industries posters, safety notices and safety newsletters. Health and safety committee minutes, training schedules, safety posters, accident statistics and other safety education materials may be posted on the other building's boards.

A safety bulletin board must be located in a common area where all employees in the area can view the posted information, such as a break room, hallway or lunch area. Departments may choose to share a common bulletin board with other departments. For example, one bulletin board could serve an entire building so long as all employees in that building have access to the bulletin board.

The required health and safety posters are listed below and are posted outside of Room 260 in UW1. The safety bulletin board can also be used to post other required workplace posters identified on the UW Human Resources: <https://hr.uw.edu/workplace-posters/>.

Health and Safety Committees

UW Bothell Health and Safety Committee #7 partners with [UWB EH&S](#) to conduct the annual review of this Supplemental APP and discusses recommendations for improvement, if needed.

Health and safety committees are required by Washington State Department of Labor and Industries, Division of Occupational Safety and Health (DOSH) regulations, and are comprised of management-appointed and employee-elected representatives who help determine unsafe conditions and methods of work, discuss and communicate safety concerns, and suggest corrective measures. Elections occur every two years and all UW Bothell employees have the opportunity to nominate and elect a representative to the committee.

New Employee Health and Safety Orientation

All new UW Bothell employees, including those who are permanent, temporary or part-time, must receive a health and safety orientation. It is the responsibility of the new employees' department to ensure that their new employees are given this orientation.

UW Bothell Campus facilitates this new employee orientation in collaboration with the HR Department and is given the opportunity to review with new employees the safety and emergency procedures.

Reporting Accidents, Injuries, Illnesses, and Concerns

Workplace Accidents, Injuries, Illnesses, and Near Misses

All injuries and illnesses occurring in the workplace must be reported to the employees' supervisor and UW EH&S as soon as possible via the OARS reporting system. UW EH&S Seattle manages the OARS reporting system, and a subject matter expert will follow up with the injured party's supervisor if specialized evaluation is needed. The UWB EH&S Department will review all OARS reports which are reported on the campus to define accuracy and to gather more information which may be relevant to each case.

More information on the [OARS Reporting System](#) (UWNetID required).

Emergencies

Obtaining Emergency Assistance

Bothell Campus

- Call 911 and report your location.
- Call 425-352-5359 to also inform the Campus Safety Office.
- Utilize the Emergency Blue Phones located around campus, which dial directly to the Bothell Police Department (9-1-1).
- UWB-CC Safe App Mobile Blue Phone (calls 9-1-1 and shares location tracking information)

UW Bothell Campus Safety

The [UW Bothell Campus Safety](#) actively collaborates with the UW Bothell/Cascadia community and Bothell Police Department to create a safe and secure campus through education, problem solving, and enforcement. The Campus Safety webpage on includes information on, but not limited to, the following topics:

- [UW Alert](#) An opt-in alert system that disseminates official information during emergencies or crisis situations that may disrupt the normal operation of the UWB or threaten the health or safety of members of the UWB community. **Note:** As of 2024, all students are now automatically “opted-in” to the UW Alert system. Employees must still opt-in.
- [UWB “Your Safety Tips”](#) The information on this page provides a set of guidelines for responding to incidents on campus.
- UW Campus Safety App - “UWB-CC Safe” is the official safety app for the University of Washington Bothell and Cascadia College. UWB-CC Safe serves as an essential safety resource for students, faculty, and staff. This app provides instant access to safety alerts and campus resources, helping you stay informed, prepared, and connected.
 - To download the app, visit the Apple App Store or Google Play Store and search for “UWB-CC Safe.” After installing the app, log in using your UW-NetID. You can also share the app with friends and family, who can log in as guests to stay informed.

UW Bothell Emergency Preparedness

[UW Bothell Emergency Management](#) provides technical services and information related to campus crises, disasters and major emergency incidents. Valuable information on [UWB “Your Safety Tips”](#) webpage can help departments prepare for the following potential emergency situations:

- Earthquakes
- Winter Storms
- Thunderstorms
- Extreme Heat
- Fires
- Hazardous Materials
- Terrorism
- Pandemic Flu and Communicable Diseases

The University of Washington has a [UW Comprehensive Emergency Management Plan](#) to guide the University in the event of an emergency or disaster in which normal operations are interrupted and special measures are taken to protect people and operations. UW Bothell operates its own Emergency Operations Center (EOC), which assembles in the event of, or in anticipation, activities that impact regular operation.

Inclement Weather or Suspended Operations:

When a weather emergency occurs or suspended operations is declared by the University, employees will follow University guidance and their own internal Suspended Operations Policy.

Fire Safety and Evacuation Plans:

Personal Preparedness

- Subscribe to [UW Alert](#) to receive text and email emergency notifications.
- Review the [UW Bothell Evacuation Map](#) (**page 4** of campus map link) and know where to go if you need to evacuate a building for a drill or emergency.
- Review the [UW Bothell Emergency Response Poster](#).
- Review your building's Fire Safety & Evacuation Plan (FSEP): Contact [UWB Emergency Preparedness](#) to obtain a copy of your building specific FSEP.

Departmental Preparedness

- Ensure all employees have been provided and read their building specific Fire Safety & Evacuation Plan (FSEP) Contact UWB Emergency Preparedness at uwbehs@uw.edu to obtain a copy of your building-specific FSEP.
- Ensure employees have taken the [Emergency Evacuation Warden Online Training](#) or UWB in-person training.
- Review the UW Bothell [First Aid Plan Guidelines](#).
- Comply with the [UW Corridor Policy](#).

Building Coordinators

Building Coordinators assist the UW Bothell campus community with basic building operations and maintenance inquiries. In conjunction with Campus Safety and Emergency Preparedness, building coordinators assist with emergencies and safety incidents.

The Building Coordinators program is managed by the UWB Planning and Administration department. Building Coordinators are designated, voluntarily, by the departments who occupy the building. If no occupants voluntarily agree to be the building coordinator, UWB Planning and Administration can assign the responsibility to a building occupant. The Building Coordinators meet quarterly, and a full overview of the responsibilities and common activities can be found at the Building Coordinators [website](#).

Community Wardens

Community Wardens are responsible for assisting with evacuation of the building occupants and guiding them to the pre-assigned routes during emergency situations. All occupants of the building are considered Community Wardens and should be responsible for familiarizing themselves with the building's emergency exits and the emergency evacuation plan.

Community Emergency Response Team (C.E.R.T)

As of 2022, the C.E.R.T program has not operated at UWB. UWB encourages the Campus Community to participate in the C.E.R.T training classes and programs through the [City of Bothell](#) or through the [Northshore Emergency Management Coalition](#) (cities of Kenmore and Lake Forest Park).

Prior to 2022, the UWB and Cascadia College shared the responsibilities of responding to emergencies utilizing CERT. This team consisted of trained Faculty, Staff and Students from both institutions. They were able to respond to major incidents, help coordinate volunteer efforts, provide safety, and advised untrained personnel.

First Aid, CPR, and AED Information

Employees working in laboratories, shops/trades, warehouses, or places with unique hazards like confined space entry, welding, and electrical construction/generation, transmission, and distribution are required to always have at least one employee present during all work shifts who is [first aid and CPR certified](#) by a nationally recognized organization.

Employees working in remote locations without ready access to emergency medical services are required to have one employee present at all times who is trained and certified in [wilderness first aid](#).

[Automated external defibrillators \(AEDs\)](#) are first aid equipment that is located around the UW Bothell Campus (in most of the buildings). They are registered with King County and the UW Bothell Campus Safety Department maintains the AEDs.

For further information regarding First Aid plans, refer to the First Aid Plan Guidelines for UWB Facilities Services & Campus Safety Personnel. Individual documentation of first aid plans for the Facilities Services department is reviewed annually and shared with the staff during onboarding.

Indoor Air Quality

All UWB spaces are non-smoking except in designated smoking tents. Smoking in unauthorized areas can cause indoor air quality concerns. Although signage exists, employees are encouraged to remind their peers of the policy regarding smoking on campus.

Ergonomics

If there is any need for ergonomic consultation, please contact UWB EH&S for information. More information on ergonomics can also be found at the [EH&S website](#), including performing an ergonomic self-assessment (for desk based work).

Workplace Violence Prevention - SafeCampus

SafeCampus is the University's central reporting point for concerning behaviors that could indicate the potential for violence, including suicide. The [SafeCampus](#) webpage includes information that will help departments establish an environment where people feel comfortable talking openly about the threat or actual occurrences of violence in the workplace.

In emergency situations, employees should call 911. Once safe, SafeCampus can be reached at 206-685-SAFE (7233).

All employees should take the SafeCampus Violence Prevention and Response training every two years. Offered bi-annually, the training schedule can be found online at [here](#).

Shared Space

The UW Bothell Campus is a co-located campus, shared with Cascadia College (CC). UWB and CC share some buildings, and both have a responsibility for maintaining a Health and Safety work environment. Specific responsibilities can be reviewed in the UWB Facilities and CC MSA agreement. A copy of the MSA can be requested by emailing UWB FS at uwbfs@uw.edu.

Recognized Safety Hazards and Requirements

UW Bothell employees may perform work tasks that could expose them to occupational and/or environmental hazards, which can be eliminated or controlled through safer work practices.

UW Bothell employees must be informed of the hazard(s) and the methods of eliminating or controlling the hazard. For each identified hazard, employees must complete the required training and be provided with personal protective equipment to safely do their work. Common hazards are listed in the table below with resources and training information.

Supervisors must review this table with their employees and identify the applicable hazards, resources and required and recommended training prior to starting a work task that could expose an employee to a potential hazard.

Hazard	Resources on EH&S website	EH&S training courses	UW Bothell Impacted Department (not all inclusive)
Air contaminants, dust, vapors, gases	Fume hoods Indoor Air Quality	Hazard Communication Managing Laboratory Chemicals-Online Fume Hoods	Academic Affairs, P&A
Animals, animal handling	Animal Use Medical Screening Research Occupational Health	Not applicable	None
Arc flash and electrical	Not applicable	Arc Flash and Electrical Safety Best Practices (NFPA 70E 2021 Edition)	Academic Affairs, P&A
Asbestos	Asbestos and Other Regulated Building Materials	Asbestos General Awareness-Online	All
Autoclaves	Autoclave Safety Biohazardous Waste	ASU Autoclave Training Video	Academic Affairs, P&A
Biohazards	Biological Safety	Biosafety Training-Online	Academic Affairs, P&A
Bloodborne pathogens (BBP)/ biohazardous/infectious waste	Bloodborne Pathogens (BBP) Program Sharps Safety	Bloodborne Pathogens (BBP) for Researchers-Online Bloodborne Pathogens (BBP) for Non-Laboratory Personnel	Academic Affairs, P&A
Compressed gases, liquid nitrogen, laboratory compressed gases	Compressed Gas/Cryogenic-Fluids	Compressed Gas Safety-Online Laboratory Compressed Gas Safety - Online	Academic Affairs, P&A
Confined spaces/oxygen deficiency	Confined Space Entry Program	Confined Space Entry	P&A
COVID-19	COVID-19 Prevention in the Workplace	COVID-19 Safety Training: Back to the Workplace	All

Hazard	Resources on EH&S website	EH&S training courses	UW Bothell Impacted Department (not all inclusive)
Cranes, hoists, derricks with rigging	Shop and Maker Space Safety	EH&S Safety Training Matrix for Shop Personnel Overhead and Gantry Crane Safety - Online Rigging Safety - Online	Academic Affairs, P&A
Diving	Diving Safety Program	Scientific Diver Training	None
Electrical equipment & wiring	Basic Electrical Safety	Electrical Safety, Basic-Online	Academic Affairs, P&A
Emergency response	Building Emergency Procedures and Resources	Emergency Evacuation Warden Training-Online Fire Extinguisher Training-Online First Aid /CPR Certification Wilderness First Aid	All
Ergonomic factors (awkward postures, repetitive tasks and/or forceful motions)	Ergonomics Office Ergonomics Assessment Tool	Back Safety and Injury Prevention- Online	All
Fieldwork	Field Operations Safety Manual	First Aid /CPR Certification Wilderness First Aid	Academic Affairs
Fire	Fire Extinguisher Use Fire Safety and Prevention	Fire Extinguisher Training – Hands-on Fire Extinguisher - Online	All
Flammable liquids	Laboratory Safety Manual – Section 2: Special Chemical Hazards Lab Refrigerators and Freezers (storage)	Safety Training for Laboratory Personnel Fire Extinguisher Training – Hands-on Fire Extinguisher - Online	Academic Affairs, P&A
Forklifts	Not applicable	Forklift and Lift-Truck Operator Safety Training	P&A

Hazard	Resources on EH&S website	EH&S training courses	UW Bothell Impacted Department (not all inclusive)
Formaldehyde	Formaldehyde, Formalin, Paraformaldehyde Safe Work Practices	Formaldehyde Training-Online	Academic Affairs
Hand and power tools	Shop and Maker Space Safety	Hand and Power Tool Safety-Online	Academic Affairs, P&A
Hazardous chemicals	Hazard Communication	Hazard Communication	Academic Affairs, P&A
Hazardous materials (storage, shipping/transport)	Shipping Hazardous Materials Chemical Container Labels Biological Research Safety Radioactive Material Shipping Request Control of Radioactive Materials	Managing Laboratory Chemicals-Online Shipping Biological Substance Category B-Online Shipping Dry Ice with Non-Dangerous Goods-or-Exempt Patient Specimens-Online Shipping Hazardous Materials Shipping Regulated Medical Waste-Online Multiple Radiation Safety Courses listed	Academic Affairs, P&A
Hazardous waste	Chemical Waste Disposal Biohazardous Waste Sharps and Lab Glass Waste Radioactive Waste Management	Managing Laboratory Chemicals-Online Biosafety Training-Online	Academic Affairs, P&A
Hazardous material spills	Chemical Spills in Laboratories Spill Response Poster	Managing Laboratory Chemicals-Online Biosafety Training-Online	Academic Affairs, P&A
Heights greater than 4 ft. (fall potential)	Fall Protection	Fall Protection Training	Academic Affairs, P&A

Hazard	Resources on EH&S website	EH&S training courses	UW Bothell Impacted Department (not all inclusive)
Hydrofluoric acid	Hydrofluoric Acid SOP	Hydrofluoric Acid Safety Training-Online	Academic Affairs
Laboratory chemicals	Chemical Safety	Safety Training For Laboratory Personnel Managing Laboratory Chemicals-Online	Academic Affairs
Ladders	Fall Protection Ladder Safety Focus Sheet	Ladder Safety-Online	All
Lasers	Laser Safety	Laser Worker Safety Training	Academic Affairs, P&A
Lead	Specific Chemical Hazards: Lead	Lead Awareness-Online	Academic Affairs, P&A?
Lifting more than 20 lbs.	Ergonomics	Back Safety and Injury Prevention-Online	All
Hazardous energy	Hazardous Energy Control – Lockout/Tagout	Lockout-Tagout	Academic Affairs, P&A
Machinery with machine guards	Shop and Maker Space Safety	Machine Guarding	Academic Affairs, P&A
Noise above 85 dB	Hearing Loss Prevention Program	Hearing Conservation-Online	P&A
Mobile elevated work platforms (MEWPs)	Fall Protection	Fall Protection Training	P&A
Non-ionizing radiation (radiofrequency cell towers, ultraviolet light, microwaves and magnetic fields)	Non-Ionizing Radiation Safety RF Safety Exposure Categorization UV Safety Focus Sheet	Training is available upon request.	None
Overhead and gantry crane	Not applicable	Overhead and Gantry Crane Safety- Online	Academic Affairs, P&A
Radioactive materials used or stored	Radiation Safety	Radiation Safety Training-Online	None
Regulated building materials	Asbestos and Other Regulated	View a list of trainings on the Asbestos and Other	Academic Affairs, P&A

Hazard	Resources on EH&S website	EH&S training courses	UW Bothell Impacted Department (not all inclusive)
	Building Materials	Regulated Building Materials webpage.	
Respiratory (inhalation) hazards	Respiratory Protection	EH&S-provided respirator training is individually assigned by user group; the online courses are not available via the EH&S Training website. Contact the Respiratory Protection Program for more information.	Academic Affairs, P&A
Roof access	Roof Access Permit Fall Protection	Fall Protection Training	P&A
Scaffolds	Fall Protection	Scaffold Safety Training	P&A
Shop and maker space hazards	Shops and Maker Space Safety	Use the Safety Training for Shop Personnel to identify training needs and document training.	Academic Affairs, P&A
Slip and trip hazards	Fall Protection Walking-Working Surfaces Inspection Checklist	Not applicable	All
Small utility vehicles or golf carts	UW Basic Small Utility Vehicle and Golf Cart Policy	Not applicable	P&A
Welding, cutting and/or brazing	Hot Work	Not applicable	Academic Affairs, P&A
Sick or injured wildlife, pest control	Pest Control and Wildlife Resources	Not applicable	P&A
Hazards impacting youth	Office of the Youth Protection Coordinator (Non-EH&S website)	Not applicable	All

Identifying and Mitigating Hazards Beyond This Plan

Hazard Identification

Once a department has identified the hazards that exist in their work environments, it must document what measures are taken to prevent employee exposure to these hazards. This documentation can be maintained separately from the APP or added as an appendix to the core plan.

Examples of supplemental documentation include:

- Plans or manuals such as: [Laboratory Safety Manual](#), [Biosafety Manual](#), [Radiation Safety Manual](#), Chemical Hygiene Plan, Bloodborne Pathogen Exposure Plan, Boat Policy.
- Standard Operating Procedures.
- Personal Protective Equipment Assessment.
- Job Hazard Analysis (JHAs).
- Site-specific Training including the wetlands, makerspaces, ARC, Truly House.

Hazard Communication

1. UW Bothell supervisors are required to ensure that employees working with or in locations where hazardous materials are used, stored and transported are aware of the material identity, potential hazards, and the safe work practices that can minimize exposure. To learn about how UW communicates chemical hazards, refer to the [UW Chemical Hazard Communication Program Manual](#).
2. Supervisors are responsible for providing information to address specific hazards that are **not** covered by the Environmental Health & Safety (EH&S) website resources referenced in the table above.
3. All UW Bothell employees can view and print safety data sheets (SDSs) via their UW NetID. Certain UW Bothell employees have access to view chemical inventory information based on their needs. Access to this information is through the [MyChem database](#)

Medical Exams and Vaccinations

Certain work environments or specific work activities pose health risks that require medical examinations or immunizations for employees. UW Bothell employees are to the [UW Employee Health Center](#) for assessments and vaccinations as appropriate.

Potential noise exposure

Exposure to noise, at or above 85 dBA averaged over an 8-hour period may require enrollment in the UW [Hearing Loss Prevention Program](#), which requires audiometric testing by the UW Speech and Hearing Clinic. Supervisors should notify EH&S if an employee may work in or visit areas posted with hearing protection signage or when using noisy equipment. Noisy equipment is best identified by employees as equipment that when running makes it impossible to carry on a normal conversation with another person. EH&S will provide hearing protection equipment, fit-testing training and can conduct monitoring to determine the noise levels. The supervisor is responsible for ensuring that workers in the Hearing Loss Prevention Program participate in audiometric testing. Note: The P&A – FS Grounds department is the only group that is enrolled in the HLPP on the UW Bothell Campus.

Exposure to human blood or body fluids

Hepatitis B vaccination must be offered to all employees with occupational exposure to human blood or body fluids within 10 days of initial assignment. Employees can sign a declination form waiving the acceptance of vaccination if they choose. Examples of employees who may need the Hepatitis B vaccination series are those who:

1. Provide direct patient care
2. Handle and/or collect waste containing blood and body fluids
3. Decontaminate biologically-contaminated equipment

UW Bothell employees with exposure to human blood or body fluids are listed in a worksite-specific [Bloodborne Pathogen \(BBP\) Exposure Control Plan](#). The following groups have a work site specific BBP Exposure Control Plan:

- P&A – Campus Safety
- P&A – Commuter Services
- P&A – FS Maintenance
- P&A – FS Custodial
- P&A – FS Grounds
- Academic Affairs – ARC

Respiratory protection

If [respiratory protection](#) is required for the work, employees using respiratory protection must:

1. Be authorized to wear a respirator.
2. Complete a Respirator Medical Evaluation Questionnaire and obtain respirator medical clearance from the [UW Employee Health Center](#).
3. Receive annual [respiratory protection training and fit testing](#).

The following groups are enrolled in the respirator program:

- P&A – Grounds
- P&A – Custodial
- P&A – Maintenance

Personal protective equipment

1. Supervisors provide [personal protective equipment](#) (PPE) for their employees, when required by regulation or when a determination has been made that PPE is needed.
2. Supervisors will determine PPE needs by conducting a hazard assessment for their employees.
 - a) [Guidelines for Personal Protective Equipment](#)
 - b) [Laboratory Personal Protective Equipment \(PPE\) Hazard Assessment Guide](#)
 - c) [Shop Personal Protective Equipment \(PPE\) Hazard Assessment Guide](#)
3. Employee hazard and PPE assessment records are kept by their supervisor. Supervisors will update hazard assessment records whenever there are changes in the process, worksite, PPE, and/or training.
4. Supervisors inform employees of specific PPE requirements for their position on the following occasions:
 - a) During new employee safety orientation
 - b) When a job procedure changes requiring new PPE
 - c) During department, unit or workgroup meetings

Responsibilities Beyond this APP

Departments with hazards that extend beyond those covered in this document are required to maintain separate or supplemental documentation that addresses how employees are protected from these additional occupational hazards. For any questions regarding how to effectively supplement this APP, please contact UWB EH&S at uwbehs@uw.edu or 425-352-3661.