DEPARTMENT NOTICE

25-051
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Reporting Occupational Exposures to Bodily Fluids

(Supersedes DN 23-016)

During the course of their duties, officers may come into contact with bodily fluids of others. This exposes officers to a risk of contracting contagious diseases such as hepatitis B, hepatitis C or HIV. Officers are reminded to, when practical, utilize available protective equipment to reduce the risk of infection.

Officers exposed to human blood, saliva, or other bodily fluids via an open wound, mouth, eyes, a needle stick or human bite should immediately irrigate the area with water and notify their supervisor of the exposure. Exposure to clothing is not considered a health risk.

The member's supervisor shall ensure the following steps are completed for all exposures:

- Notify the ZSFGH Blood & Bodily Fluid Exposure hotline (previously called the Needlestick Hotline) at [redacted] for documentation, confidential counseling, and testing.
- Notify the Department Operations Center (DOC) at [redacted]. The DOC will notify the District Station supervisor to investigate the incident involving the exposed officer and also the Critical Incident Response Team (CIRT) who will verbally contact the officer and/or supervisor for appropriate follow-up.
- Contact the CCSF Injury Reporting Hotline at [redacted].
- Complete the appropriate Industrial Injury and Illness Reports: Supervisor's Investigation of Injury or Illness (SFPD 439), Employer's Report of Occupational Injury or Illness (Form 5020), and Workers Compensation Claim (DWC 1).

Following a felony criminal act, including an assault on an officer, officer exposures will be investigated by the respective investigative unit (case assignment).

Following other incidents where there is no criminal act (traffic accidents, medical aids, etc.) the DOC will notify the Health & Safety Manager ([redacted]) to investigate the exposure incident. This would include incidental exposures during misdemeanor offences (officer sticks their hand on a used needle during a search, touches contaminated items, etc.) where there is typically no follow-up investigation. The goal is to investigate every exposure to better understand how to prevent such occurrences.

Penal Code Section 7510 requires completion of Department of Health Services Form 8459 (here) if a member believes that they came into contact with the bodily fluids of any of the following:

1. A person not in a correctional institution who has been arrested or taken into custody, whether or not the person has been charged with a crime, including a person detained for or charged with an offense for which they may be made a ward of the court.
2. A person charged with any crime, whether or not the person is in custody, on post release community supervision, or under mandatory supervision.
3. A person on probation or parole due to conviction of a crime.

Forward this form to the Police Physician and the Health & Safety Manager at
[redacted]

WILLIAM SCOTT
Chief of Police

Per DN 23-152, all sworn & non-sworn members shall electronically acknowledge this Department document in PowerDMS within (30) thirty calendar days of issuance. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be sent to sfpd.writtendirectives@sfgov.org who will provide additional information.