



**MEMO
CEHS
HOSPITAL UMUM SARAWAK
Tel.082-276666**



Rujukan: HUS/CEHS/1000 (382)

Tarikh: 31 Julai 2018

TAJUK	Sistem Terkini Pengurusan dan Pengendalian "Sharps & Splash Injuries" di HUS	
DARIPADA	Pengarah Hospital	Salinan: 1. Fail CEHS
KEPADA	Semua Ketua Jabatan/Ketua Unit Ketua Penyelia Jururawat Hospital Ketua Penolong Pegawai Perubatan	

Merujuk perkara di atas, pengurusan dan pengendalian "Sharps & Splash Injuries" di HUS kini berada di bawah Unit Keselamatan dan Kesihatan Pekerjaan dengan kerjasama Unit Penyakit Berjangkit dan Jabatan Perubatan.

2. Sila rujuk:

- 2.1 Flow Chart For Management of Sharps & Splash Injuries in Sarawak General Hospital
- 2.2 Sharps & Splash Injuries in Sarawak General Hospital: Occupational Safety and Health Unit; Roles & Functions during office hours
- 2.3 Sharps & Splash Injuries in Sarawak General Hospital: Roles & Functions after office hours

3. "NSI Pack" disediakan oleh Unit Keselamatan dan Kesihatan Pekerjaan di wad-wad seperti yang tersenarai di dokumen 2.3 untuk memudahkan pengurusan kes-kes "Sharps & Splash Injuries".

4. Pembaharuan dan penambahbaikan sistem ini diharap dapat memantapkan pengendalian "Sharps & Splash Injuries" di HUS.

Sekian, terima kasih.

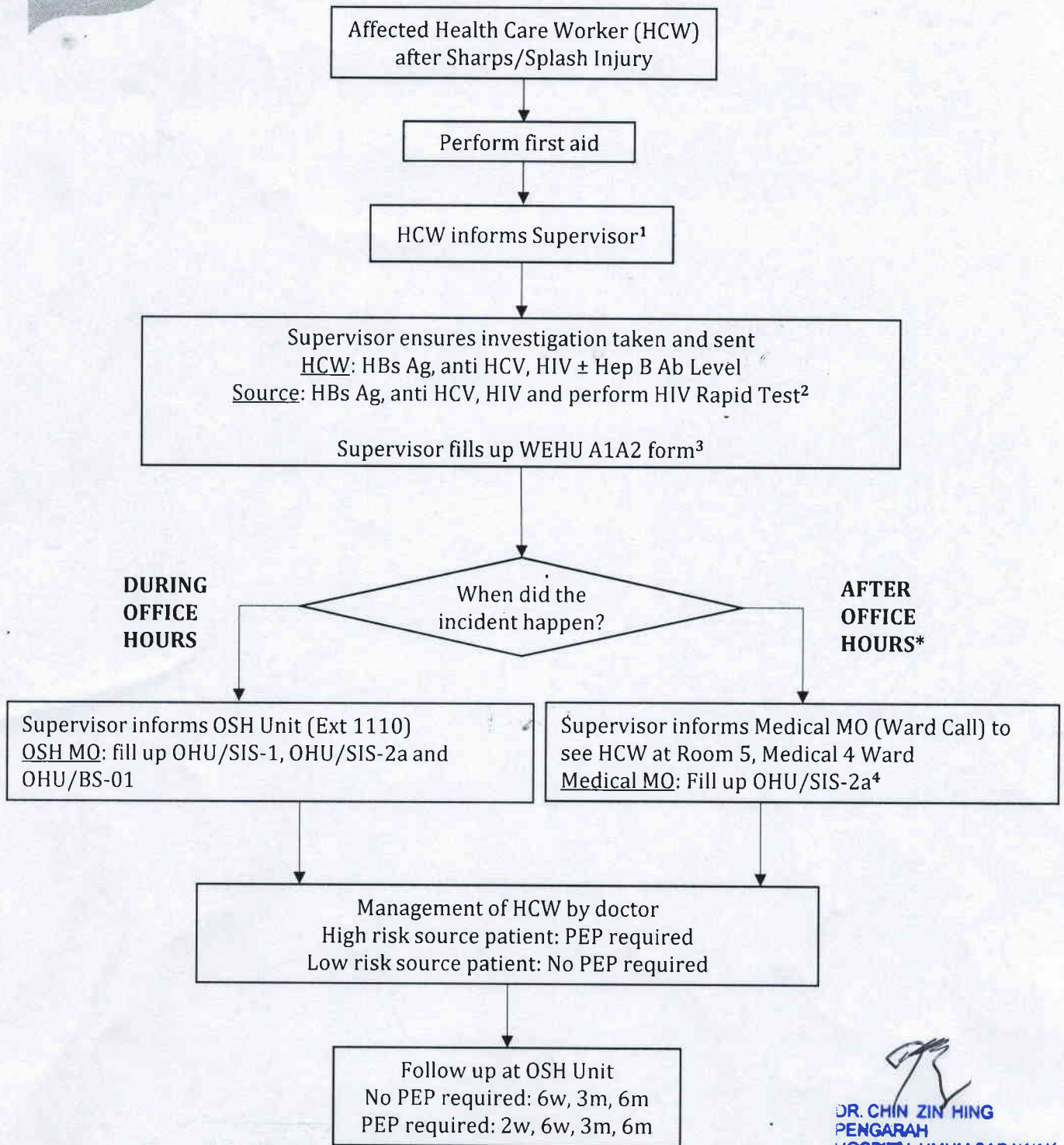
"PENYAYANG, PROFESIONALISME DAN KERJA BERPASUKAN"


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Pengarah Hospital
Hospital Umum Sarawak

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FLOW CHART FOR MANAGEMENT OF SHARPS & SPLASH INJURIES IN SARAWAK GENERAL HOSPITAL




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1. Supervisor is Ward Sister or Team Leader in-charge where injury occurs
 2. HIV Rapid One Step Test Kit is available in each NSI Pack. After testing Source's blood, please put the used kit back into the pouch and seal it. Keep the sealed pouch in the envelope provided.
 3. Despatch WEHU A1A2 to OSH Office / Unit Keselamatan dan Kesihatan Pekerjaan pigeon hole
 4. HCW to keep the OHU/SIS-2a form in envelope attached and bring it to OSH Unit next working day
- *For all Sharps/Splash injuries after office hours, HCW and Supervisor must report the incident to OSH Unit the next working day



Sharps & Splash Injuries in Sarawak General Hospital: Roles & Functions AFTER office hours

1. Affected Health Care Worker (HCW)

- Perform first aid immediately after injury
- Report to Supervisor
- Ensure Hepatitis B Vaccination status known
- Keep HCW Checklist, used Rapid Test Kit and completed OHU/SIS-2a form after seen by Medical MO in the envelope supplied
- Bring the envelope to OSH Unit next working day

2. Supervisor (or Team Leader) where injury occurs

- Instruct HCW to perform first aid (if not done yet)
- Contact Medical MO (Ward Call) to inform case
- Access the NSI Pack for necessary forms and rapid test kit
- Fill in WEHU A1A2 form and despatch the form to OSH Unit during office hours
- Ensure all necessary blood investigations for HCW and Source taken, labelled and forms filled correctly
- Ensure HIV Rapid Test done on Source
- Ensure blood investigations sent together (HCW and Source) **before 8am following day**

3. Medical MO (Ward Call)

- Receive sharps or splash injury referral from any ward supervisor outside office hour
- Meet injured HCW at Room 5, Medical 4 Ward
- Fill in OHU-SIS2a (form obtained from NSI Pack) with necessary interview with HCW and Source
- Ensure relevant blood investigations taken
- Review HIV Rapid Test result done on Source
- Do risk assessment to decide for post exposure prophylaxis
- Refer ID Physician if required
- Return the completed OHU-SIS2a form to HCW to be put into a sealed envelope (submit to OSH next working day by HCW)

*NSI Packs are placed in:

Main Tower Block

All medical wards: MMW, FMW, Medical 3,
Medical 4

All surgical wards: MSW, FSW

All orthopaedic wards: MOW, FOW

Labour Ward

Nursery/NICU

PICU

Clinical Block

ICU

Main OT

ETD

Inpatient Block

Paediatric Ward 2B

Paediatric Ward 3A

Neurosurgery Ward

Specialist Clinic Block

Counter B, Specialist Clinic Lab, Ground Floor


Others

ID Ward

Blood Bank

Male RTU

Medical Daycare


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Sharps & Splash Injuries in Sarawak General Hospital:

Occupational Safety and Health Unit

Roles & Functions DURING office hours

Operating hours: 7:30 am to 5:00 pm

1. Receive notification of Sharps/Splash injury

- Receive WEHU A1A2 form
- Receive call from Supervisor during office hour regarding any Sharps/Splash injury incident

2. Clinical management of affected Health Care Worker (HCW) during office hour

- Fill OHU/SIS-1
- Fill OHU/SIS-2a and OHU/SIS-2b
- Ensure relevant blood investigations taken
- Review HIV Rapid Test result done on Source
- Do risk assessment to decide for post exposure prophylaxis
- Refer ID Physician if required
- Provide counselling for injured HCW
- Arrange subsequent follow-up

3. Review injured HCW whose injury happen after office hours

- Fill OHU/SIS-1 and OHU/SIS-2b
- Review completed OHU/SIS-2a
- Trace blood investigations
- Arrange subsequent follow-up

4. Investigation of Sharps/Splash injury

- Interview injured HCW
- Ascertain underlying causes of injury
- Provide suggestions for improvement and prevention
- Fill OHU/BS-01
- Obtain acknowledgement from HOD/Supervisor in-charge of HCW
- Obtain comment from OSH Head of Unit
- Obtain comment from Hospital Director
- Submit investigation to JKNS

4. Follow-up for injured HCW

- Administer any post exposure prophylaxis if indicated
- Follow-up for HCW on post exposure prophylaxis at 2w
- Take blood investigations for HCW as scheduled
- Review injured HCW at 6w, 3m and 6m
- Provide counselling for injured HCW
- Refer ID Team or MOPD if any seroconversion

5. Returns

- QA3 return and relevant forms to KPAS, JKNS
- Feedback of HIV Rapid Test kit usage to Public Health Unit, SGH (UKA)


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