



# SACRAMENTO POLICE DEPARTMENT

## GENERAL ORDERS



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### 522.05 AIDS/INFECTIOUS DISEASE 10-08-99

#### **PURPOSE**

To establish procedures for handling prisoners, evidence, property, or scenes which may have been contaminated with the HIV virus or other infectious diseases and to limit that exposure.

#### **POLICY**

That all employees use appropriate precautions to avoid or lessen their exposure to communicable diseases.

#### **PROCEDURE**

##### A. DEFINITION

HIGH RISK EXPOSURE - Includes, but is not limited to:

1. handling bloody or wet items when the items contact scratches, cuts, or open sores of the handler.
2. direct contact of an open sore or cut with bodily fluids from an infected subject.
3. direct mouth-to-mouth resuscitation.
4. receiving a cut or puncture while handling a possibly infected person.
5. puncture from an unclean hypodermic needle.

##### B. EXPOSURE

1. Employees believing they have had high risk exposure to infectious diseases in the line of duty shall follow procedures in G.O. 254.01. All employees shall also be referred to their physician. If the exposure is suspected of being the HIV virus, refer to G.O. 240.04.
2. The Personnel Services Division shall provide information on HIV and other infectious diseases to all employees as such information becomes available.
3. Disease Control Supplies
  - a. Infectious Disease Control kits shall be available in the booking rooms at the Joseph E. Rooney Police Facility (JERPF), the William J. Kinney Police Facility (WJKPF), and at Property, 555 Sequoia Pacific. Disease control kits shall consist of, but are not limited to:
    - (1) Coveralls
    - (2) Protective disposable gloves
    - (3) Protective masks
    - (4) Spray containers of cleaning solution consisting of 10 parts water and 1 part chlorine bleach
    - (5) Disposable alcohol wipes
    - (6) Absorbent paper towels
    - (7) "Isolation Area - Do Not Enter" signs.
  - b. Employees using supplies shall alert their supervisor to shortages of stock before the employees' end of shift.

##### C. HANDLING INFECTIOUS PERSONS

1. Subjects suspected of having an infectious disease who have bodily fluids on their person or clothing shall be transported individually.
2. When such persons are turned over to other public safety or service agencies, officers shall advise them to take blood and body fluid precautions.
3. When such persons are placed in a Department holding facility, an "Isolation Area - Do Not Enter" sign shall be posted on the exterior of the door.
4. "Bodily Fluids Present" and statements made by such persons of their infectious disease shall be documented on any Arrest Report (SPD 106), Adult Inebriate Arrest/Patient Form (SPD 128), and Officers' Booking and Field Receipt (SPD 779), as appropriate. Give copies to persons likely to have contact with them.

##### D. DECONTAMINATION

1. Vehicles

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- a. Officers shall notify their supervisors when vehicles become contaminated by bodily fluids. Either drive or have the vehicle towed to the service area.
  - b. Maintenance personnel and employees shall use protective masks and rubber gloves during all phases of decontamination. Care shall be taken when removing protective wear to avoid contamination.
  - c. Vehicles out of service for disinfection shall be marked "Contaminated". Procedures for disinfection include absorbing excess bodily fluids using disposable wipes, cleaning with a solution of 10 parts water and 1 part chlorine bleach, and air drying. After cleaning, used materials shall be placed in a bag and put in a designated "Contaminated Item Container". Employees knowing these procedures were not followed shall immediately notify their supervisor.
2. Holding Room Contamination  
An "Isolation Area - Do Not Enter" sign shall be posted on the exterior door of the holding room. Station or division commanders shall ensure the area is disinfected, following procedures outlined in "Vehicle Decontamination".
- E. HANDLING AND STORAGE OF CONTAMINATED PROPERTY AND EVIDENCE
1. Personnel responsible for handling and storage of property or evidence shall wear protective clothing when working in contaminated areas. When finished, employees shall wash thoroughly, with soap and water and place contaminated protective clothing in bio-hazard cans.
  2. Contaminated items of property and evidence shall:
    - a. be handled with protective disposable gloves.
    - b. if dry, be placed in a paper bag, with the proper evidence tag, processing request, and a bio-hazard label attached to the outside of the package.
    - c. if the evidence is a syringe/needle, place it in an evidence tube so it is visible. Tag, label, and process as above.
    - d. liquids shall be collected and stored in a plastic evidence bottle. If located on clothes or similar materials, air dry and package as above.
    - e. if marked for disposal, items shall be kept in sealed bags and placed in the "Infectious Disease" receptacle in the Property Management Section (Property).
  3. Property Contamination
    - a. When department issued or personal property is contaminated by bodily fluids, place items in a sealed bag and deliver to Property.
    - b. Refer to G.O. 410.02 for replacement procedures.