



## School of Pharmacy Experiential Learning Program Policy & Procedure for Needlestick Incidents

### Background

The University of Pittsburgh Policy *FACULTY AND STAFF RESPONSE TO STUDENT INJURY* (<https://www.ehs.pitt.edu/sites/default/files/docs/01-015StudentInjuryResponse.pdf>) provides procedures for faculty and staff to follow if a student learner experiences an injury injured in academic settings, including classrooms, teaching laboratories and research laboratories.

This policy and procedure provide details should a learner experience a needlestick incident at any University of Pittsburgh School of Pharmacy-sponsored experiential learning affiliated activity including service hour activities or experiential learning site activities.

### Policy

Any needlestick health incident that occurs to a student at any University of Pittsburgh School of Pharmacy-sponsored experiential affiliated activity including service hour activities or experiential learning site activities must be documented and reported by the injured student. Assistance and proper care for the student is the priority.

All students are required to have and maintain valid health insurance for the entire duration of their program of study, verified by the Office of Experiential Learning (OEL) as a condition of PharmD program participation at time of initial CastleBranch account application and annually at time of account renewal. Students will be responsible for all out-of-pocket expenses not covered by their health insurance including but not limited to deductibles, coinsurance, co-payments, and fees for non-covered services.

When a needlestick incident occurs at a learning site, its affiliation agreement may contain information about coverage of costs of testing for the source patient (if ordered by the site).

### Procedure

1. If the sharps injury involves a needlestick containing potential bloodborne pathogens, medical evaluation and treatment should be obtained immediately.
  - If the incident occurs on or near campus, the student should report to the nearest hospital emergency room or urgent care clinic for follow-up and necessary bloodwork.
  - If the incident occurs at an out-of-area experiential learning site, other experiential learning activity, or school-sponsored event, the student should report to the site's emergency room, if a hospital, or the nearest urgent care clinic for follow-up and necessary bloodwork.
2. If the incident is related to an experiential learning activity, **at the earliest opportunity**, the student and preceptor must each contact the School of Pharmacy Office of Experiential Learning at 412-624-8186 to report the incident.
3. OEL personnel will offer assistance to the student and preceptor and is responsible for completion of required documentation including:
  - The Accident Incident Report Form to be completed and sent to the University Environmental Health & Safety (EHS) Department, with a copy saved in the Student Services files for the student.

- Form: <https://www.ehs.pitt.edu/sites/default/files/docs/Report-IncidentForm.pdf>
  - EHS contact email: [safety@ehs.pitt.edu](mailto:safety@ehs.pitt.edu)
4. **At the earliest opportunity**, OEL personnel will communicate the occurrence to the Dean and/or Department Chair, as per the Faculty and Staff Response to Student Injury Guideline (as cited above)
  5. When the incident occurs at an experiential learning site, the OEL will review the experiential learning site's affiliation agreement or memorandum of understanding for any additional required steps or documentation and will work with the preceptor and student to determine plan for return to rotation.

Additional supporting University policies and guidelines:

- University Environmental Health & Safety Faculty and Staff Response to Student Injury Guideline
  - <https://www.ehs.pitt.edu/sites/default/files/docs/01-015StudentInjuryResponse.pdf>
- University Sharps Injuries Policy
  - <https://www.ehs.pitt.edu/illness-or-injury/sharps-injuries>

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