

Post Bloodborne Pathogen Exposure Guidance

Take a picture of this document or keep it somewhere handy so you can easily find it when you need it

1. Flood the exposed area with water and clean any wound with soap & water, or skin disinfectant (if available).
2. Report exposure to your program director & supervisor. The resident should initiate an incident report (use QR code or link below), and then ask the Program Director (or Supervisor) to complete it in the **Rutgers Accident Reporting Database**. (Directions on reverse side)



<http://myrehs.rutgers.edu>

3. Seek **IMMEDIATE** medical attention.
 - **EMPLOYEES** — **(Including House Staff)**
Rutgers NJMS – Occupational Medicine Service **(Monday – Friday; 8 AM to 4 PM)**
Stanley S. Bergen Jr.
Building 65 Bergen Street,
Suite GA-167 Newark, NJ
07107
(973) 972 – 2900
 - **EMERGENCY ROOM** **(Weekends, Holidays, and After Hours)**

BE ADVISED: If the exposure occurs at an external site (e.g., rotation site), **DO NOT** delay care and follow the same steps as above. Seek initial medical attention at the site's employee health clinic or emergency department. Please then **FOLLOW-UP** with Rutgers Occupational Medicine as soon as possible.

Worker's Compensation Claims – Residents

Process of filing a Claim

1. All work-related injuries, needlesticks, occupational diseases or accidents involving Residents or employees must be reported to the Rutgers Healthcare Risk and Claims Management Department: (973) 972-6277 or rbhsriskmanagement@rbhs.rutgers.edu
2. An incident report must be filed by the resident and completed by their supervisor (eg. Program Director).

To file a worker's compensation incident report, please follow these steps:

1. Go to myrehs.rutgers.edu, click on "REHS," and enter your NetID and password.
 2. Click on "Accident Database."
 3. Complete and save the incident report.
 4. Complete "Investigation Page," save.
3. If emergency care is required the supervisor should arrange to have the resident or employee examined and treated at the nearest Emergency Room or Occupation Treatment Center, and **the Rutgers Healthcare Risk and Claims Management Office should be contacted and made aware of this decision in order to avoid delay in processing and incorrect billing.** (973) 972-6277, Email rbhsriskmanagement@rbhs.rutgers.edu
4. Upon either the completion of the incident report and/or the release from the ER, if additional treatment or monitoring is required, the resident must contact the Rutgers HealthCare Risk and Claims Management Office for the purpose of obtaining authorized medical care and follow up treatment. **(973) 972-6277**, Email rbhsriskmanagement@rbhs.rutgers.edu

Medical Bills Payment

- 5. If a Resident or employee receives a medical bill from the treating facility, doctors, or a collection agency the bill should be sent to the following:**

Pennsylvania Manufactures Associates Insurance Company
P.O. Box, 5231
Janesville, WI 53547-5231

(888) 476-2669

www.pmacompanies.com

6. If the Resident receives a bill or notice from a collection agency and needs additional assistance the following individuals can be contacted:

Marian Balkum, balkumml@finance.rutgers.edu, (973) 972-6277

Kenneth Young, Assistant Director, youngke@finance.rutgers.edu, (973) 972-6617

Kim Yozgat, Chief Healthcare Risk Officer, yozgat@rutgers.edu, (973) 972-6277