

HS14 Hepatitis B Vaccine

Classification:	Health, Safety and Security
Responsible Authority:	Director Risk Management
Executive Sponsor:	Vice President, Finance and Administration
Approval Authority:	Algonquin College Executive Team
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PURPOSE

To offer the Hepatitis B vaccine free of charge to College employees whose duties place them at risk of exposure to the virus.

SCOPE

All Employees whose duties may expose them to the Hepatitis B vaccine.

DEFINITIONS

None

POLICY

1. The College will offer the Hepatitis B vaccine, free of charge, to employees whose duties may expose them to the virus. Employees working in the areas listed in Appendix 1 are at risk of exposure.
2. Employees choosing to receive the vaccine may contact Health Services. A brief description of the vaccine is found in Appendix 2.

PROCEDURE

ACTION	RESPONSIBILITY
1. Inform employees of their eligibility to receive a Hepatitis B vaccine.	Immediate Supervisor
2. Contact Health Services to make arrangements for a vaccine appointment.	Employee Requesting Vaccine
3. Administer vaccine doses according to schedule.	Health Services Staff
4. Charge costs of vaccine to the employee's department.	Health Services Staff
5. Maintain a record of the number of employees who receive the vaccine each year.	Health Services Staff

SUPPORTING DOCUMENTATION

Appendix 1 Employees eligible for Hepatitis B vaccine free of charge
Appendix 2 Hepatitis B Vaccine

RELATED POLICIES

None

RELATED MATERIALS

None

HS14 : APPENDIX 1

EMPLOYEES ELIGIBLE FOR HEPATITIS B VACCINE FREE OF CHARGE

Employees working in the following areas are eligible to receive the Hepatitis B vaccine:

- Child Care Worker
- Dental Assistant
- Dental Hygiene
- Developmental Services Worker
- Early Childhood Education
- Health Services
- Medical Radiation Technology
- Nursing
- Paramedic
- Personal Support Worker
- Facilities Management
- Police Foundations
- Respiratory Technology
- Social Service Worker

Note: Any employees not listed above may also be considered for eligibility depending on the specific nature of their job duties at the time of review.

HS14 : APPENDIX 2

HEPATITIS B VACCINE

Safety

The Hepatitis B vaccine is made synthetically and does not contain blood products. This eliminates any potential to transmit diseases associated with blood products.

Effectiveness

A protective antibody response has been shown in over 90% of those persons who receive a complete course of vaccine.

Administration

The vaccine consists of three 1 ml. doses given by intramuscular injection, the second and third dose administered 1 and 6 months after the first.