

Jay Industries, Inc.

Blood borne Pathogen and Exposure Control Plan Trainer Information

1. The trainer must have knowledge, experience and background to teach the course.
2. The entire power point must be reviewed, in order to meet the 14 OSHA training requirements.
3. Have handouts available for those who want them. The packet includes informational pages on blood borne pathogen diseases, the Hepatitis B vaccine, OSHA model policy (for reference), Jay Industries Blood borne Pathogen Exposure Control Plan. These can be copied and made available to employees who want them.
4. Make sure that you, as a trainer, know the information, and have read and studied every document listed above.
5. Use personal examples, photographs and news articles to break up the power point.
6. Be sure to complete a sign-in sheet with employee name, signature, date of course, and the name of the trainer on it.
7. Each employee must take the quiz independently. Trade and grade the quiz as a class, by reading the questions aloud and asking for answers, so that learning is reinforced.
8. Remember, adult learners need a ten minute break once per hour, in order to continue to focus on the subject matter. If the BBP class is incorporated with other training, be sure to take a break before the class begins and after it is finished.
9. Announce starting and ending times of breaks, in order to keep them from stretching on and wasting training time.
10. Start on time. Be professional in appearance and presentation.
11. Turn in completed and graded quizzes to the appropriate HR, for proper record keeping.